

WANTED

FELONY WARRANT FAQ'S

REGIONAL TRAINING 2021



OVERVIEW



Felony Warrant Process

- Entry
- Messaging/ Reports
- Court and ORI Responsibility
- NIC VLN
- Extradition
- Recalled
- Validation
- Reminders

FAQ's

CONCERNS/ QUESTIONS



Field Service Supervisor

Mandy Biesinger

mbiesinger@utah.gov



ENTRY



Courts will enter felony warrants into their record management system

A batch job will pick it up and send it to NCIC

The NCIC entry will then be made and the Law Enforcement agency will then be the "owner" of the record

REQUIREMENTS FOR NCIC ENTRY



Name

Offense Code

Gender

OCA

Race

Extradition Limit

Height

Warrant Date

Weight

ENTRY



The batch job will not pick up a warrant with missing required identifiers

Each court will receive an email notifying them of the warrant numbers that were not pushed on to NCIC

The court will then need to include missing required identifiers to update the SWW

COURT RESPONSIBILITIES



“Pack” the record using all available UCJIS files your agency can access

Use reports and information from Law Enforcement such as case reports and citations

When entering the SWW, make sure you put the correct originating agency

EW BROADCAST MESSAGE



Received by the arresting agency who will own the NCIC entry

Received through UCJIS –
BMSG transaction or
new broadcast message button

UCJIS Home BMSG x

Query Results x EW-49471 x

Broadcast Message Entry
Created by ovaisima on 02/24/2020 15:20:16

Message Details

ORI:
UTBCI0000

Message Type:
EW

Message:
Warrant entered onto NCIC:
Name = QUILL, PETER
DOB = 01/13/1975
NIC = W920004720

Start Date:
02-24-2020 11:40

BMSG



UCJIS Utah Criminal Justice Information System

BMSG

New Broadcast Message

Close All

▲ (239) *TEST*UTAH AMBE...

UCJIS Home BMSG ✕

+ Favorites

- Person
- Vehicle
- Article
- Gun
- Messaging
 - NLETS
 - LOCAL
 - Broadcast Messages**
 - [BC - Send Broadcast Message](#)
 - [BMSG - View Broadcast Messages](#)
- BCT Functions
- Logs
- MOTD
- Other
- Configuration
 - [FAVL - Manage Favorites](#)
 - [PREFL - Manage Search Preferences](#)

BMSG



BMSG

New Broadcast Message

Close All

⚠ (239) *TEST*UTAH AMBE...

UCJIS Home BMSG

Query

Broadcast Log Query

Originating Agency Identifier

ORI: * ALL

Message Type: EW

Timeframe

Timeframe: TODAY

Start Date Time: TODAY

End Date Time: LAST 15 MINUTES

Submit

BMSG



UCJIS Home BMSG ×

Query Results ×

Broadcast Log Query Results
Created by ovaisima on 02/24/2020 11:50:28

Select within the line to open file

Type	Text	Start Date Time
EW	Warrant entered onto NCIC: Name = QUILL, PETER DOB = 01/13	02-24-2020 11:40

BMSG



UCJIS Home BMSG L ✕

Query Results ✕ EW-49471 ✕

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NIC



[UCJIS Home](#)

[NIC1](#) ✖

[Query](#)

NIC Query

Required Fields

ORI: *

UTBCI0000-BCI - FIELD SERVICES ▼

Message Key: *

QW - QUERY WANTED ▼

NIC Number: *

W920004720

 Submit

NIC



There will be a validator name or VLN listed on the entry

- Use to be: The individual's name from the court who last updated the SWW
- Now: SWWBATCH in front of the court representative's name

Example: SWWBATCH cbaker

EXAMPLE VLN



***MESSAGE KEY QW SEARCHES WANTED PERSON FILE FELONY RECORDS REGARDLESS OF EXTRADITION AND MISDEMEANOR RECORDS INDICATING POSSIBLE INTERSTATE EXTRADITION FROM THE INQUIRING AGENCY'S LOCATION. ALL OTHER NCIC PERSONS FILES ARE SEARCHED WITHOUT LIMITATIONS.

MKE/WANTED PERSON

EXL/4 - NO EXTRADITION - INSTATE PICK-UP ONLY. SEE MIS FIELD FOR LIMITS

ORI/[REDACTED] NAM/[REDACTED]R SEX/M RAC/U

DOB/[REDACTED] HGT/611 WGT/165 EYE/BLU HAI/RED

SOC/[REDACTED]

OFF/POSSESSION OF WEAPON

DOW/20201013 OCA/[REDACTED]

WNO/[REDACTED] CTI/[REDACTED]

VLD/20201231 VLN/SWWBATCH CBAKER

DNA/N

ADD/01 - RESIDENCE (LAST KNOWN)

SNU/14425S SNA/BITTERBRUSH LN USP

CTY/DRAPER STA/UT ZIP/84020

ORI IS STATE CORRECTIONS INVEST DIV SALT LAKE CITY 801 545-5711

AKA/[REDACTED]

NIC/[REDACTED] DTE/20201101 1952 EST DLU/20201231 2001 EST

IMMED CONFIRM WARRANT AND EXTRADITION WITH ORI



ORI RESPONSIBILITIES



Double check that all available information is listed on the NCIC entry

Work with the local Attorney's Office to determine extradition

Update extradition and enter any missing information

AUDIT LOG REPORT



UCJIS will log every entry or modification then it will be put into the weekly report

- Includes canceled entries – if applicable
- Includes NCIC entries with errors

Report will be sent to Law Enforcement Agency TAC

To change email, contact your Field Service Representative

NCIC FAILED REPORT



SWW TO NCIC FAILED

2/14/2021 - 2/20/2021

*** *Inquiries about this report should be sent to BCIFS@utah.gov* ***

These warrants have been rejected by NCIC and WILL NOT become part of NCIC until they are fixed.

WARRANT NUMBER	COURT ID	SEND DATE / TIME	COMMENTS	NCIC RESPONSE
DPS ENTRY FAILED				
UT0180300 - 1				
985725403	D1868	02/18/2021 14:10	REQUIRED FIELDS MISSING VALUES: OFF	

REJECT ON FILE REPORT



These warrants have been rejected by NCIC and WILL NOT become part of NCIC until they are fixed.

WARRANT NUMBER	COURT ID	SEND DATE / TIME	COMMENTS	NCIC RESPONSE
NCIC ENTRY FAILED				
UT0060600 - 1				
985721668	D0609	02/16/2021 08:00	ON FILE	IL01000000037FXRU00 UT0060600 REJECT - ON FILE 1N01000000037FXRU00.EW.UT0060 600.LEE, ANGELA MARIE.F.U..19840924. MKE/WANTED PERSON EXL/4 - NO EXTRADITION - INSTATE PICK-UP ONLY. SEE MIS FIELD FOR LIMITS ORI/UT0060600 NAM/LEE, ANGELA MARIE SEX/F RAC/U DOB/19840924 HGT/504 WGT/140 EYE/BR0 HAI/BR0 SOC/528495642 OLN/166432363 OLS/UT OLY/UNKN OFF/FRAUD - ILLEG USE CREDIT CARDS DOW/20201008 OCA/K19-01330 WNO/985704495 CTI/UT006015J VLD/20201207 VLN/SWWBATCH DJWILLIA NOA/N MIS/THEFT

QSW



UCJIS Utah Criminal Justice Information System

QSWL

New Broadcast Message

Close All

(239) *TEST*UTAH AMBE...

UCJIS Home QSWL x

Query

Utah Statewide Warrants Query

Originating Agency Identifier

ORI: * UTBCI0000-UT BUREAU OF CRIM IDENT

By Name

By Social Security Number

By Operator License Number

By Vehicle License Number

By Case Number

By Warrant Number

Warrant Number: * ENTER WARRANT #

Court ID: * ENTER COURT ID

By Index

Submit

EXTRADITION



Law Enforcement must determine if/ how far extradition will be authorized

Limitation in the EXL Field

- Any explanations in the MIS Field

If no forecast of extradition can be made

- Enter person with code 6 or F

If extradition is pending - modify once determined

EXTRADITION



1	Full Extradition unless otherwise noted in the MIS field
2	Limited Extradition see MIS field
3	Extradition – Surrounding States Only
4	No Extradition
5	Extradition Arrangements Pending see MIS field (requires data in MIS)
6	Pending Extradition Determination

EXTRADITION LIMIT



Extradition Limit: *

Additional Warrants:

Address Information

Address Type:

Street Number:

City:

State:

Citizenship:

FEL. FULL EXTRADITION

FEL. LIMITED EXTRADITION (MIS FIELD REQ)

FEL. EXTRADITION-SURROUNDING STATES ONLY

FEL. NO EXTRADITION

FEL. PENDING EXTRADITION ARRANGEMENTS (SEE MIS FIELD)

FEL. PENDING EXTRADITION DETERMINATION

MISD. FULL EXTRADITION

MISD. LIMITED EXTRADITION (MIS FIELD REQ)

MISD. EXTRADITION-SURROUNDING STATES ONLY

MISD. NO EXTRADITION

MISD. PENDING EXTRADITION ARRANGEMENTS (SEE MIS FIELD)

MISD. PENDING EXTRADITION DETERMINATION

RECALLED WARRANTS



When a court recalls a warrant, they will update it on the court system as recalled

BCI will run a report to capture any warrants that have been marked as recalled

BCI will then send an email to the Law Enforcement agency that owns the Felony Warrant

RECALLED WARRANT EMAIL



Statewide warrant recalled  [DTS/SADLER/S Clark/PROJECTS/hb478](#) x



ucjis-test@utah.gov

to me, ryockey ▾

Tue, May 26, 8:22 AM (2 days ago)

The statewide warrant associated with the following NIC number has been recalled by the court: W890006257

VALIDATION



When the SWW is pushed onto NCIC, a validator name is entered onto the entry

The agency owning the Felony Warrant will need to validate the record as it comes up on their list of validations

VALIDATION



Verify entry should still be on NCIC

Verify information in entry is correct and complete

“Pack” the record with additional information

Provide as much information as possible to enable “Hits”

YQ, YR & LOCATE



Arresting officers or booking officers, if you choose to utilize UCJIS and Nlets by sending a YQ, please follow up with a locate message when you get the YR

If you choose to confirm another way, still send a locate or send pertinent documents to the LEA listed on the NCIC entry so they can remove the entry

CLEAR VS. CANCEL



Clear: Indicate location of a missing person, apprehension of a wanted person, if not detained, or recovery of property on file in NCIC.

Cancel: A record should be canceled when it is determined to be invalid; i.e. warrant is dismissed, or the record is the result of a fictitious theft report.

REMINDERS



What is entered in on the court side is what is listed on NCIC

Law Enforcement agency will get an EW notification through BMSG transaction

Email on file for the Felony Warrant Reports

Law Enforcement Agency

- Determined extradition limits
- Packing Record
- Validate entry as needed
- Remove Entry when recalled, booked, etc

FREQUENTLY ASKED QUESTIONS



Once the court enters a felony warrant into NCIC, does the responsible agency then need to create a file under wanted subjects and pack the record more?

ANSWER



Yes, the agency now owning the NCIC entry will now need to keep information for that NCIC entry within their case files.

FREQUENTLY ASKED QUESTIONS



If the information on the Statewide Warrant is incorrect like the DOB, do we contact the courts?

ANSWER



Yes, if the name or DOB is incorrect on the SWW, you will need to contact the court so they can correct that on their warrant.

FREQUENTLY ASKED QUESTIONS



Does the report come automatically or do we need to run it?

ANSWER



All reports will come automatically. Agencies do have the ability to run some of the reports through QSW if they choose to.

FREQUENTLY ASKED QUESTIONS



We have had multiple incidents where an individual was arrested and their Statewide Warrant recalled but the NCIC warrant remains active and they get arrested again weeks later for the same warrant because it was not removed from NCIC. How should we handle this situation?

ANSWER



This happens if the arresting agency doesn't notify the listing agency that they have located the individual listed on the warrant. Arresting agencies, please notify the agency who is listed on the warrant so they can remove it.

FREQUENTLY ASKED QUESTIONS



If we are not getting the emails that the warrants are lifted, what should we do?

ANSWER



If your agency is not receiving the recalled warrant email that I spoke about, please contact your Field Service Representative. They will verify the correct email for the agency TAC is listed.

FREQUENTLY ASKED QUESTIONS



When we receive the email that states “clear” or “recalled”, we need to remove the NCIC entry? The notice of “clear” is not stating that the NCIC entry has been removed?

ANSWER



Yes, the email is notifying you that the warrant has been recalled and that the responsible agency is to clear the NCIC record.

FREQUENTLY ASKED QUESTIONS



Do we contact the court when the NCIC entry is listed under the wrong ORI?

ANSWER



You can contact the court to let them know for the next time or to find out what ORI should own the NCIC entry, however, they won't be able to make any changes on the incorrect entry. You will want to reach out to the agency that should own the record so they can create an entry listed under the correct ORI.

FREQUENTLY ASKED QUESTIONS



Is it a bad idea to have the recalled warrant emails go to the dispatch email, that way any user can cancel the warrant and it's canceled in a timely manner vs waiting for a TAC or Alt TAC come on duty?

ANSWER



That would be fine as long as they know they will be receiving those emails and know what they need to do with them. If it is an agency outside of your agency who dispatches for you, you will need to add that to your Hit Confirmation Agreement.

You can ask your Field Service Representative if you have anymore questions on this.

FREQUENTLY ASKED QUESTIONS



Will we receive an email when it is entered into NCIC or just the EW Broadcast Message?

ANSWER



You will only receive the EW Broadcast Message.

FREQUENTLY ASKED QUESTIONS



Do we need to have a hard copy in hand of the original warrant without NCIC packet? If so, who do we reach out to?

ANSWER



If you can get one yes. BCI will want some type of documentation within your case files for that entry. You can have a copy of the Broadcast Message, a copy of the signed warrant or a copy of the NCIC entry. If you want a copy of the actual warrant for the NCIC entry, you will need to reach out to the court who issued it.

FREQUENTLY ASKED QUESTIONS



Do we ask our Field Service Representative to update the email listed for the reports or can we send an email to the dpsscic@utah.gov email?

ANSWER



You will want to reach out to your Field Service Representative.

FREQUENTLY ASKED QUESTIONS



What about the individuals who have multiple warrants with different agencies? Do they both need to stay in?

ANSWER



Yes, both warrants will need to stay listed. They are from different cases.

WANTED

QUESTIONS?

