

BCI Compliance Audit

Traditional Audits vs. New Audits

Audits



Audit process agencies have had in past audit cycles. Uses excel and email to relay information.



ServiceNow

Audit process starting this audit cycle. Agency audits will be conduct solely online through the ServiceNow software

Traditional



Traditionally, audits have been conducted using email and excel.

- 1. Field Service Representative initiates the audit through an encrypted email
- 2. TAC completes/emails the audit questionnaire and requested documents back to BCI
- 3. Field Service Representative assesses all submitted documents and complies the information into an audit report for the agency Admin and TAC
 - If any questions arise or further clarification is needed, your Field Service Representative will communicate with you through email
- 4. When the audit report is completed, the agency Admin and TAC will receive the audit findings through their emails on file
- 5. Two outcomes for audits Compliant & Non-Compliant
 - If your agency is found to be in compliance, you will receive a letter notifying you that no further action needs to happen on your part
 - If your agency is found to be out of compliance, you will need to email a compliance plane on agency letterhead to your Field Service Representative

C	Compliance Audit Inbox ×	0	Ø
to	llisa Larson <alisalarson@utah_ (0="" 7:31="" ago)="" am="" minutes="" ☆<br="">o me ◄</alisalarson@utah_>	¢	:

Dear TAC,

Your agency has been selected for a BCI compliance audit. The attached Audit Information Request outlines the actions required to complete the audit.

Your agency administrator has also been copied on this message.

Your audit is due on Month Day, Year.

Please contact us if you have any questions or concerns.

Thank you.

Emails are sent to the TAC and agency Admin to let them know their compliance audit has been initiated by BCI. Compliance emails will include attachments and requests:

- Agency documents and policy requests
- Audit questionnaire
- Criminal history logs if applicable
- NCIC record requests if applicable
- SWW record requests if applicable



Information Request

Form requesting agency documents

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Criminal History

Agencies will need to justify why criminal histories were ran



SWW & NCIC

All records associated with requested SWW or NCIC records must be submitted



The BCI Compliance Audit Agency Questionnaire

- Fill in agency information
- Yes or no, fill in the blank, and select the best option questions
- Excel format

If at any time questions come up regarding the questionnaire, please reach out to your Field Service Representative.



	FILES ACCESSED BY AGENCY					
6	NCIC Entry	🗸 СН	Ŀ	Driver License/Motor Vehicle		
5	NCIC Inquiry	Court	5	Statewide Warrant		
DISSEMINATION						
Does this agency stor	re CJIS data in an RMS?					
If so, what types of e to the RMS?	mployees have access					
What does this agend dissemination logs?	cy record in	Name of Red	questor Requestor	Type of Record Shared	Intended Purpose	Date

V	

AUDITING AND TRAINING

When the TAC reviews the LOGS transaction at least weekly, what does the TAC look for?	Family Names Unusual Dates/Times	Purpose Codes Famous Names	File Types Other	
Does this agency provide updated training materials to agency personnel?				
What materials are used in initial training for new users?	BCI Operations Manual	NCIC Manuals	Presentations Other	Hand-Outs
	—			



PERSONNEL SECURITY

If this agency has volunteers, what is their function?	
Do users share logons?	
Are fingerprints and User Security	
Agreements being submitted to BCI on initial	
hires, applicants for hire, and unescorted	
personnel at this agency?	



	UCJIS USAGE	
USAGE REASON	PURPOSE CODE	
Adoption applicants		
Burglary investigation		
Business licensing		
Child custody/placement		
Ride along participants		
Criminal justice agency employment		
ail visitors		
Volunteers working with children		
Dog catcher employment		
City or county employment (not with criminal justice agency)		
Domestic violence prevention advocates		
Fire department employment		
T personnel with access to CJIS systems		
NCIC validations		
Right of access applicants		
Release of firearms from evidence		
Self-inquiries for training purposes		BCI Comp

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UCJIS USAGE

USAGE REASON	PURPOSE CODE
Adoption applicants	
Burglary investigation	
Business licensing	
Child custody/placement	Don't Run
Ride along participants	
Criminal justice agency employment	
Jail visitors	



UNCLASSIFIED//FOR OFFICIAL USE ONLY III/NFF MANUAL Chapter 3—Inquiries and Record Requests

SECTION 3.2—PURPOSE CODES

3.2.1 INTRODUCTION

The Privacy Act of 1974 requires the FBI's CJIS Division to maintain an audit trail of the purpose for each disclosure of a criminal history record and the recipient of each record. Therefore, all III inquiry and record request messages must include the purpose for which the subject's record information is to be used. In addition to the purpose code requirement for each III transaction, all users are required to provide the reason for all III transactions upon request by the NCIC System managers/representatives, CSA representatives, and local agency administrators. While the purpose code provides some lead information, it only provides a minimal audit trail. Requiring the reason for all III inquiries will assist in ensuring that III transactions are run for authorized purposes and that purpose codes are correctly used.

3.2.2 PURPOSE CODE A—ADMINISTRATIVE FILE MAINTENANCE

Authorized staff must use Purpose Code A when the authorized participating state agency generates III transaction messages for internal review. III responses containing Purpose Code A cannot be disseminated for any other purpose. A QR record request message for Purpose Code A allows a state to review record information, wanted persons, and sexual offender registry notifications that are in the III for that state. Even if the state pointer is in the record, the FBI will provide only what is indexed in the Next Generation Identification (NGI) System for that state.

3.2.3 PURPOSE CODE C-CRIMINAL JUSTICE

Authorized staff must use Purpose Code C when a III message is for official duties in connection with the administration of criminal justice. Title 28, *Code of Federal Regulations* (CFR), Section 20.3(b) defines the term administration of criminal justice as:

"Administration of criminal justice means 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. The administration of criminal justice shall include criminal identification activities and the collection, storage, and dissemination of criminal history record information."

The following examples provide clarification of authorized uses of Purpose Code C in situations that are not part of a criminal justice investigation but are duties of the agency where a record check is necessary to accomplish the agency's mission. However, these examples are not all-encompassing.

Some of the authorized uses of Purpose Code C in relation to the security of the criminal justice facility include:

A. Vendors or contractors at the criminal justice agency who are not involved with the actual administration of criminal justice at the criminal justice agency, e.g., carpet

10/4/2017 NGI-DOC-09034-2.0 BCI Compliance Audit — 13

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	NCIC INQUIRY
Is an NCIC inquiry run before a subject is released from jail?	
Is an NCIC inquiry run before a vehicle is impounded?	



	NCIC ENTRY
Pfease list all ORI(s) that enter records on behalf of your agency:	
If your agency enters NCIC records for another ORI(s), please list those ORI(s) here:	
Are there case files for ALL NCIC entries?	
Can the case files be accessed 24 hrs a day?	
Is a copy of the entry retained in the case file?	
Is the second party check recorded?	
Are procedures in effect to assure entries are modified, located, cleared, and canceled promptly and properly?	
Does this agency validate records in a timely manner?	

	-1	
	-1	

When confirming a hit, does this agency ensure the person or property inquired upon is the same as the record?	
When confirming a hit, does this agency address the decision regarding extradition of individual/property?	
What sources are reviewed in order to "pack" an entry?	
Is extradition addressed prior to a Wanted Person entry?	
If there are extradition limitations, are those included in the MIS field?	
Does this agency enter Wanted Persons immediately (within 3 days) into NCIC?	
What are this agency's procedures for handling \$.K. messages?	

UTAH STATEWIDE WARRANTS

Is a SWW inquiry run before a subject's release from jail?	
Does this agency enter pertinent information into the "Comments" field?	
When a warrant is served by this agency, is the status changed to "served" on the SWW system?	

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DRIVER LICENSE/MOTOR VEHICLE						
Does this agency access DLD and/or MVD files for purposes other than criminal justice or regular work duties?						
Does this agency disseminate DLD photos for purposes other than criminal justice?						
Does this agency release DLD or MVD information to any of the following:	Private Investigators School District	Military Recruiters Private Security	City/County Employees None of the Above			



	COURT
Court ID :	
Does this court enter any SWW records without personal identifiers?	
How often does this court access their booking reports?	
During the validation process, does this court search all available UCJIS files for missing identifiers to add to the existing SWW record?	

Criminal History Logs Justification

TACs will have to answer four questions regarding each criminal history log.

- 1. Why was the transaction run?
- 2. Was the correct purpose code used and if not, what should the code have been?
- 3. Was the requestor the person who received the information?
- 4. Is the auditing purpose a case number or specific phrase?
- 5. *If Applicable* If an inquiry is highlighted in **RED** indicating a Utah Right of Access inquiry, please provide the signed ROA Waiver Form.

Questions are included on the Audit Information Request form emailed to you in the initial audit email from your Field Service Representative.

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	TRANS	PURPOSE						SEARCH	
	ТҮРЕ	CODE	AUDIT PURPOSE	REQUESTE	USER ID	ORI	DATE/TIME	ТҮРЕ	SEARCH CRITERIA
									Smith, John
1	QH	С	17-1425441	jjones	jjones	UT030021J	10/29/17 12:12	NAME	(11/30/1979)
									Doe, John
2	CHQ	С	65201110	jjones	jjones	UT030021J	11/14/17 13:25	NAME	(07/26/1982)
3	CHQ	J	New hire	LK7766	LK7766	UT030021J	11/31/17 9:44:5	SID	24115511
									Doe, Jane
4	QH	J	17-2544874	C	jjones	UT030021J	12/18/17 9:34	NAME	(02/07/1981)
									Mars, Bruno
5	QH	С	Investigate	Sgt. Jones	LK7766	UT030021J	1/1/18 11:27	NAME	(05/05/1978)
6	QH	С	18-1525584	me	bmerrill	UT030021J	1/14/18 10:50	SSN	111111111

		NCIC EI	NTRY QUALITY CO	ONTROL		
	MISSING SEARCHABLE INCORRECT OR INFORMATION UNTIMELY DATES (Personal INCORRECT NCIC SEARCHABLE					
NIC NUMBER	(DOE/ DOT/ DOW/ DOL/ ETC.)	Identifiers / Serial # / OAN/ ETC.)	CODING (MAK / MOD /MKE/ ETC.)	INFORMATION (SMT / IMG/ ETC.)	MIS FIELD	OTHER

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UTAH STATEWIDE WARRANT QUALITY CONTROL FOR ORIXXXX

(Checked ONLY if missing from UCJIS Screen)

	WARRANT						
	XXX						
NAME							
ALIAS							
DOB							
HGT							
WGT							
EYE							
HAI							
Address							
SSN							
OLN / UT							
DOW							
VALID							
COMPLETE							

BCI Compliance Audit — 23

UT000008 Zootopia PD Successful 🖶 🗹 Compliance Audit 🔤

Alisa Larson ≺alisalarson@_ @ 7:17 AM (0 minutes ago) ☆ ↔ to me ◄

Good Afternoon,

The BCI Compliance Audit is a summary of the requested documents, audit questionnaire, and criminal history logs justification provided by your agency. This information has been reviewed and a determination has been made as to this agency's compliance to the policies and procedures. The compliance audit is designed to make recommendations of improvements and identify issues that must be corrected to become compliant.

Attached are 2 files that contain the findings of your agency's audit for the audit cycle 2017-2020. Please review both files and retain copies in your files for your records.

We have enjoyed working with you and hope the audit process has been beneficial to you and your department. Feel free to contact the BCI Field Services section at any time if you have any questions or need clarification.

Thank you.

Alisa Larson Field Services Utah Bureau of Criminal Identification disalarson@utah.gov (801) 783-6668 Tuesday-Friday 7am-5pm

If immediate assistance is needed, please contact our Help Desk (CIC - available 24/7) 801-965-4446 Fax: 801-969-7065

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If you are not the intended recipient do not store, copy, ro-transmit, use, or disclose any of its contents. Return it to the sender immediately and delete the email from your system.

2 Attachments

PDF
PDF
Admin-TAC Letter...

Once you have completed and emailed all requested documents back to your Field Service Representative, BCI will begin reviewing your agency audit. When finished reviewing you will receive an email with your audit report and an agency letter.

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	Department of Public Safety JESS L ANDERSON Commissioner	
State of Utah GARY R. HERBERT Governor		
SPENCER J. COX Lieutenant Governor		January 1 st ,
Dear Chief Bogo,		

BCI Field Services has completed this agency's 2017-2020 BCI Compliance Audit. The attached BCI Compliance Audit Findings have been prepared by Alisa Larson of the BCI Field Services staff. The audit findings reflect this agency's compliance status as of January 1st, 2020, the date of the audit.

The BCI Compliance Audit is a summary of the requested documents, audit questionnaire, and criminal history logs justification provided by your agency. This information has been reviewed and a determination has been made as to this agency's compliance to the policies and procedures. The compliance audit is designed to make recommendations of improvements and identify issues that must be corrected to become compliant.

BCI would like to commend this agency on its successful completion of the audit process. This agency has been found COMPLIANT in all areas. We appreciate this agency's attention to both the State and federal policies that govern all of the information acquired directly or indirectly through BCI systems.

We have enjoyed working with you and hope the audit process has been beneficial to you and your department. Feel free to contact the BCI Field Services section at any time if you have any questions or need clarification.

Sincerely,

M Breining

2020

Mandy Biesinger, Supervisor Field Services Section

ByWella

Captain Greg Willmore, Director Bureau of Criminal Identification





Utah Bureau Of Criminal Identification Auditing and Training Staff

BCI Compliance Audit Findings

Agency Name and ORI:	Zootopia Police Department UT0000008
Administrator Name, Title and Email:	Chief Bogo Chief of Police cbogo@zootopia.pd
BCI Auditor Name, Email and Phone:	Alisa Larson alisalarson@utah.gov (801) 783-6668
Audit Date:	Month Day, Year

CI Compliance Audit — 26



		PERSONNEL SECURITY
Has BCI received retain July 2015) for all users	nable fingerprints (after ?	Yes
COMPLIANCE	Yes	REASON
If this agency has volur function?	nteers, what is their	N/A
Do users share logons?	2	No
COMPLIANCE	Yes	REASON
Are background checks hires, applicants for hir personnel at this agene	s conducted on initial re, and unescorted cy?	Yes
COMPLIANCE	Yes	REASON

UTAH STATEWIDE WARRANTS			
Is a SWW inquiry run from jail?	n before a subject's release		Unknown - Agency relies on county jail
COMPLIANCE	Yes	REASON	
Does this agency ent into the "Comments"	er pertinent information " field?		Yes
COMPLIANCE	Yes	REASON	
When a warrant is se status changed to "se system?	erved by this agency, is the erved" on the SWW		Yes
COMPLIANCE	Yes	REASON	

COMPLIANCE SUMMARY

BCI COMPLIANCE AUDIT SUMMARY FOR UT0000008, ZOOTOPIA POLICE DEPARTMENT, 01/01/2020

BCI COMMENDS THIS AGENCY ON ITS ADHERENCE TO STATE AND FEDERAL POLICIES GOVERNING THE ACCESS AND USE OF THE INFORMATION OBTAINED FROM BCI SYSTEMS.

THESE AUDIT FINDINGS ARE BASED ON AREAS EXAMINED DURING THE COURSE OF THIS AUDIT.

BCI WOULD LIKE TO COMMEND THIS AGENCY ON ITS SUCCESSFUL COMPLETION OF THE AUDIT PROCESS. THIS AGENCY HAS BEEN FOUND COMPLIANT IN ALL AREAS. WE APPRECIATE THIS AGENCY'S ATTENTION TO BOTH THE STATE AND FEDERAL POLICIES THAT GOVERN ALL OF THE INFORMATION ACQUIRED DIRECTLY OR INDIRECTLY THROUGH BCI SYSTEMS.

BCI Compliance Audit Findings 🛛 🖬 🖾

Alisa Larson <alisalarson@... @ 4:46 PM (0 minutes ago) ☆ ← : to me ▾

Good Afternoon,

I have completed the audit for your agency. Attached are 2 files containing the findings. Please review both documents and let me know if you have any questions. Please note that a formal response on letterhead with a signature is due no later than January 21st, 2020.

Thank you.

Alisa Larson Field Services Utab Bureau of Criminal Identification

alisalarson@utah.gov (801) 783-6668 Tuesday-Friday 7am-5pm

If immediate assistance is needed, please contact our Help Desk (CIC - available 24/7) 801-965-4446 Fax: 801-969-7065

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If you are not the intended recipient do not store, copy, re-transmit, use, or disclose any of its contents. Return it to the sender immediately and delete the email from your system.



Once you have completed and emailed all requested documents back to your Field Service Representative, BCI will begin reviewing your agency audit. When finished reviewing you will receive an email with your audit report and an agency letter.



	Department of Public Safety JESS L. ANDERSON Commissioner	
State of Utah		
SPENCER J. COX Governor		
DEIDRE M. HENDERSON Lieutenant Governor	4 1	J

January 1st, 2020

Dear Chief Bogo,

Attached is the final draft of your agency's audit report prepared by Alisa Larson of the BCI Field Services Section. It reflects your department's status as of 01/01/2020, the date of the audit.

The audit report contains a list of requirements that must be followed in order to be in compliance with both State and federal policies. The auditing and training staff of BCI is ready to assist your department in making any necessary changes. If you need assistance or have any questions/concerns with the audit, please contact Alisa Larson at (801) 783-6668.

Please respond to the audit to include the actions taken or plans you have implemented to meet the requirements for compliance. You may also make other comments you feel are appropriate. Please include the expected date of completion for each non-compliant item.

Your response is due by January 21st, 2020.

We hope the audit process had been beneficial to you and your department.

Sincerely,

M Breining

Mandy Biesinger, Supervisor Field Services Section

ByWillan

Captain Greg Willmore, Director Bureau of Criminal Identification

cc: Judy Hopps - Agency TAC





Utah Bureau Of Criminal Identification Auditing and Training Staff

BCI Compliance Audit Findings

Agency Name and ORI:	Zootopia Police Department UT000008
Administrator Name, Title and Email:	Chief Bogo Chief of Police cbogo@zootopia.pd
BCI Auditor Name, Email and Phone:	Alisa Larson alisalarson@utah.gov (801) 783-6668
Audit Date:	Month Day, Year

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CRIMINAL HISTORY - UCH/III			
Were the Purpose Co	des correct?		Yes
COMPLIANCE	Yes	REASON	
Were the Auditing Pu	rposes correct?		No
COMPLIANCE	No	REASON	AUDITING PURPOSES: THIS AGENCY USED ONE OR MORE INCORRECT AUDITING PURPOSES. THIS FIELD MUST BE AS SPECIFIC AS POSSBLE. USE THE CASE NUMBER IF AVAILABLE. GENERIC TERMS SUCH AS 'CRIMINAL', 'INVESTIGATION', 'BOOKING', 'FELONY', '10' CODES, AND ACRONYMS SHOULD BE AVOIDED. THIS FIELD IS USED TO ASSIST THE REQUESTOR IN ESTABLISHING THE REASON FOR THE REQUEST.
Were the Requestor f	ields correct?		Yes
COMPLIANCE	Yes	REASON	
Were all Criminal Hist	tory inquiries valid?		Yes
COMPLIANCE	Yes	REASON	

NCIC INQUIRY			
Is an NCIC inquiry run before a subject is released from jail?			Yes
COMPLIANCE	Yes	REASON	
Is an NCIC inquiry ru impounded?	n before a vehicle is		No
COMPLIANCE	No	REASON	BEFORE IMPOUND: THIS AGENCY IS REQUIRED TO RUN AN NCIC INQUIRY PRIOR TO THE IMPOUNDMENT OF VEHICLES.

COMPLIANCE SUMMARY

BCI COMPLIANCE AUDIT SUMMARY FOR UT0000008, ZOOTOPIA POLICE DEPARTMENT, 01/01/2020

BCI COMMENDS THIS AGENCY ON ITS ADHERENCE TO STATE AND FEDERAL POLICIES GOVERNING THE ACCESS AND USE OF THE INFORMATION OBTAINED FROM BCI SYSTEMS.

THESE AUDIT FINDINGS ARE BASED ON AREAS EXAMINED DURING THE COURSE OF THIS AUDIT.

THE FOLLOWING ITEMS NEED YOUR ATTENTION: (REFERENCE DETAILED SECTIONS ABOVE)

AUDITING PURPOSES

NCIC INQUIRY BEFORE IMPOUND

PURGED ENTRIES

VALIDITY OF NCIC ENTRIES

BCI Compliance Audit — 33



Agencies will need to respond to the out of compliance audit report. When responding, agencies need to respond on official agency letterhead. The letter should outline what changes the agencies will make in order to be in compliance. Must include missing agreements and updated documents if applicable.

BCI Compliance Successful Response 🛛 🖶 🖸

Alisa Larson <alisalarson@... @ 7:40 AM (0 minutes ago) ☆ ← : to me ◄

Good Afternoon,

BCI has received your response to your audit findings and has found your response to be successful. Attached is a letter confirming your agency's successful response. Please review the letter and retain a copy for your records.

This completes your agency's audit for the audit cycle 2017-2020. We hope that this audit was beneficial to you and your agency. If you have any further questions, please feel free to contact me.

Thank you.

Alisa Larson

Field Services Utah Bureau of Criminal Identification

alisalarson@utah.gov (801) 783-6668 Tuesday-Friday 7am-5pm

If immediate assistance is needed, please contact our Help Desk (CIC - available 24/7) 801-965-4446 Fax: 801-969-7065

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If you are not the intended recipient do not store, copy, re-transmit, use, or disclose any of its contents. Return it to the sender immediately and delete the email from your system.

Successful Response Letter.pdf 49 KB

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Once you have completed and emailed your audit response letter back to your Field Service Representative, BCI will review your changes. When finished reviewing, you will receive an email with a successful audit completion letter.

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	Department of Public Safety JESS L. ANDERSON Commissioner
State of Utah	
SPENCER J. COX Governor	
DEIDRE M. HENDERSON Lieutenant Governor	

January 1st, 2020

Dear Chief Bogo:

This letter is to notify you that BCI Field Services has received and reviewed the audit response from your agency regarding the corrective actions implemented on all non-compliant issues. BCI is satisfied with the corrections that have been made in order to be in compliance with the policies and regulations surrounding BCI systems.

We appreciate your agency's response and hope this audit has been beneficial to your department. Should you need any further assistance or have any questions please contact the BCI Field Services staff.

Sincerely,

M Breining

Mandy Biesinger, Supervisor Field Services Section

ByWilla

Captain Greg Willmore, Director Bureau of Criminal Identification
ServiceNow



Starting soon, audits will be conducted using ServiceNow portals.

- 1. Field Service Representative initiates the audit in ServiceNow
- 2. TAC logs into ServiceNow and completes/submits everything through the portal
- 3. Field Service Representative assesses all submitted documents and forms
 - If any questions arise or further clarification is needed, your Field Service Representative will communicate with you through ServiceNow
- 4. When the audit report is completed, the agency will be notified through email
- 5. Two outcomes for audits Compliant & Non-Compliant
 - If your agency is found to be in compliance, you will receive an email letting you know you
 have successfully completed your audit for this cycle.
 - If your agency is found to be out of compliance, you will receive an email about logging into your audit to remedy the compliance issues.



State of Utah Agency risk assessment	\$	8	Z	
Utah DPS Audits <dps_audits 14,="" 1:13="" 2021,="" cbogo="" me,="" oct="" pm="" td="" thu,="" to="" 👻<=""><td>☆</td><td>←</td><td>:</td></dps_audits>	☆	←	:	
As a key stakeholder for your organization's relationship with State of Utah, State of Utah requires your participation in an Agency risk assessment of your organization.				
Sign in to the State of Utah Agency portal to view the assessme manage other stakeholders that will contribute to the assessme your responses.	ent req ent, an	luireme d subm	ents, nit	
Agency Portal Link				
Your organization's responses to this assessment must be submitted by 2021- 10-24 13:13:35 MDT.				
Failure to respond by this date may affect your organization's contractual obligations with State of Utah and future purchases of your organization's products or services.				
If you have any questions about this assessment, please contact your State of Utah Agency manager.				
Regards, The State of Utah State of Utah Agency Management Team				
Utah Department of Public Safety				

Two emails are sent to the TAC and agency Admin to let them know their compliance audit has been initiated by BCI. Compliance emails will include an 'Agency Portal Link'. Clicking on this will take agencies to the ServiceNow website to complete their audits.



Ofa Vaisima assigned assessment ARA0003017 for Zootopia Police Department to you	•	Z
Utah DPS Audits <dps_audits 2021,="" 7:36="" 9,="" am="" nov="" tue,="" ਨੂੰ<br="">to me ◄</dps_audits>	←	:
Ofa Vaisima assigned Agency risk assessment "BCI Compliance Asse Risk assessment for vendor Zootopia Police Department" (<u>ARA00030</u> Agency Zootopia Police Department to you.	essmer 1 <u>7</u>) for	nt
Utah Department of Public Safety		

Bureau of Criminal Identification

This will be the second email TAC's will receive regarding their audit. The second email is similar to the first, stating their Field Service Representative has initiated an audit with the TAC's ORI.





State of Utah Agency Assessment Portal

	Log in	
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	Forgot Password ?	
	Log in	

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0	State of Utah Agency Assess	ment Portal	Assessments	lssues Tas	ks FAQ Page	H
	Home > Assessment Summary					
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	Agency	Primary Contacts	Assessments	lssues	Tasks	
	Zootopia Police Department Zootopia Police Department		1	-	-	







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ne 👂 Zootopia Police Department 👂	Hisk assessment for veno	or zootopia Police Dep	artment		
Risk assessment for vendor Zootop	a Police Departmer	ıt			
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Requests (11) Issues (0)	Tasks 💿			Due b	v: 08-26-202
Request	Туре	Assigned to	Status	Progress	Signatur
BCI Compliance Audit Full Questionnaire	Questionnaire	00 .	New	0/32 answered	
ner conducante voor con Gaesonmane					
AMBER Alert Procedures Law Enforcement - BCI Audit	Document request	•••	New .	0/2 answered	-
Blank ROA Waiver				0/2 answered	
Agencies with an approved ROA Contract	Document request	00.	New		
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Queries - BCI Audit					
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Mobile Device Policy	Document request	00.	Kew	0/2 answered	
Vendor/NCJA - UCJIS Technical Audit					
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State of Utah Agency Assessr	nent Portal	Assessments Issues Tasks FAQ Pag	HL :
Home > Zootopia Police Department	> Risk assessment for vendor Zootopia Police Department	> BCI Compliance Audit Full Questionnaire	
Sections Files Accessed by Agency Dissemination Auditing and Training Personnel Security UCJIS Usage NCIC Inquiry NCIC Entry Utah Statewide Warrants Driver License / Motor Vehicle Court	BCI Compliance Audit Full Questionnaire BCI Compliance Audit Full Questionnaire Questionnaire Notes and Comments Show follow-ups Show unanswered questions Files Accessed by Agency Completed What files are accessed by the Agency? NCIC Entry CH Driver Licence/Motor Vehicle NCIC Inquiry Court Statewide Warrant	Exit Save as Draft	

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The responses have been succes	ssfully saved as a draft.	Х Раде И
Home 💙 Zootopia Police Departm	ent > Risk assessment for vendor Zootopia Police Department	BCI Compliance Audit Full Questionnaire
Sections Files Accessed by Agency O Dissemination O	BCI Compliance Audit Full Questionnaire BCI Compliance Audit Full Questionnaire	Exit Save as Draft
Auditing and Training Image: Comparison of Comparison	Questionnaire Notes and Comments Show follow-ups Show unanswered questions	Banner appears when it has been successfully saved
Utah Statewide Warrants Driver License / Motor Vehicle Court	Auditing and Training O Completed Does this agency provide updated training materials to Yes No	o agency personnel?
	When the TAC reviews the LOGS transaction at least w Family Names	eekly, what does the TAC look for?

~	

State of Utah Agency Asse	ssment Portal Assessments Issues Tasks FAQ Page JH
Home 💙 Zootopia Police Departmen	Risk assessment for vendor Zootopia Police Department > BCI Compliance Audit Full Questionnaire
Sections Files Accessed by Agency Dissemination Auditing and Training Personnel Security UCJIS Usage NCIC Inquiry UCJIS Ester	Exit Save as Draft BCI Compliance Audit Full Questionnaire BCI Compliance Audit Full Questionnaire Questionnaire Notes and Comments Show follow-ups Show unanswered questions
Utah Statewide Warrants Driver License / Motor Vehicle Court	NCIC Entry O In progress Does the Agency access files for NCIC Entry? (Refer to 'Files Accessed by Agency' section) Yes Yes
	What is the ORI that enters NCIC records for this Agency? This Agency enters NCIC records for the following ORI(s):





Files Accessed by Agency	0
Dissemination	0
Auditing and Training	0
Personnel Security	0
UCJIS Usage	0
NCIC Inquiry	G
NCIC Entry	
Utah Statewide Warrants	
Driver License / Motor Vehi	cle
Court	

Compliance Audit Full Questionnaire	
Questionnaire Notes and Comments	
Show follow-ups Show unanswered questions	
C Inquiry O In progress	
bes the Agency access files for NCIC Inquiries? (Refer to '	'Files Accessed by Agency' section)
es v	
Yes * * an NCIC Inquiry run before a subject is released from ja Choose	ill?
res v an NCIC Inquiry run before a subject is released from ja - Choose A - Choose A Yes	il?



Sections

Files Accessed by Agency	0
Dissemination	0
Auditing and Training	0
Personnel Security	0
UCJIS Usage	0
NCIC Inquiry	0
NCIC Entry	C
Utah Statewide Warrants	0
Driver License / Motor Vehicle	0
Court	0

BCI Compliance A	udit Full Questionr	aire			Save as Dialt
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NCIC Entry Does the Agency a Yes What is the ORI tha	In progress ccess files for NCIC Entr	y? (Refer to 'Files • or this Agency?	Accessed by Ag	ency' s	ection)
NCIC Entry Does the Agency a Yes What is the ORI tha UT12345678	In progress access files for NCIC Entr	y? (Refer to 'Files	Accessed by Ag	ency' s	ection)
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ome 💙 Zootopia Polic	e Department 💙 Risk assessment for vendor Zootopia Police Department ≯ BCI Compliance Audit Full Questionnaire
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CIC Inquiry	Show follow-ups
CIC Entry	Show unanswered questions
tah Statewide Warrants	0
river License / Motor ehicle	NCIC Entry O In progress
ourt	Does the Agency access files for NCIC Entry? (Refer to 'Files Accessed by Agency' section) Yes

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Files Accessed by Agency	Ø
Dissemination	0
Auditing and Training	0
Personnel Security	0
UCJIS Usage	0
NCIC Inquiry	0
NCIC Entry	©
Utah Statewide Warrants	0
Driver License / Motor Vehicle	0
Court	0



Sections

Files Accessed by Agency	0
Dissemination	0
Auditing and Training	0
Personnel Security	0
UCJIS Usage	0
NCIC Inquiry	0
NCIC Entry	0
Utah Statewide Warrants	0
Driver License / Motor Vehicle	0
Court	0

BCI Compliance Aud BCI Compliance Audit F	dit Full Questionnaire ull Questionnaire	
Questionnaire	Notes and Comments	
Comments		Send
Judy Hopps © about an hour ago Ofa, for the question, 'f order to "pack" an enti	What sources are reviewed in	Of Vaisima ⊙ 37m ago Hi Judy, Thank you for your question. To pack a record means to search available files in UCJIS and ensure that all information especially searchable information is added to the entry. It also means adding any information from case reports or family/friends that is deemed important, such as jewelry if it is a missing persons file, is added to the entry. If you have any further questions, let me know.

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Sections	Evit Save as Draft
Files Accessed by Agency	BCL Compliance Audit Full Questionnaire
Dissemination	BCI Compliance Audit Full Questionnaire
Auditing and Training	0
Personnel Security	Questionnaire Notes and Comments
UCJIS Usage	o
NCIC Inquiry	Show follow-ups
NCIC Entry	Show unanswered questions
Utah Statewide Warrants	0
Driver License / Motor Vehicle	Court Completed
Court	Does the Agency access files for Courts? (Refer to 'Files Accessed by Agency' section)
	No
Jourt	No



	Exit Questionnaire?
Sections	Do you want to save the changes in the questionnaire before exiting?
Files Accessed by Agency	
Dissemination	Discard Changes Save and Exit
Auditing and Training	0
Personnel Security	Questionnaire Notes and Comments
UCJIS Usage	o
NCIC Inquiry	Show follow-ups
NCIC Entry	Show unanswered questions
Utah Statewide Warrants	0
Driver License / Motor Vehicle	COURT © Completed
Court	Does the Agency access files for Courts? (Refer to 'Files Accessed by Agency' section)
	No. *
	« Previous



State of Utah Agency Assessment Portal JH Home 🔰 Zootopia Police Department 💙 Risk assessment for vendor Zootopia Police Department Risk assessment for vendor Zootopia Police Department Submit Assessment Requests 11 Issues 0 Tasks 0 Click here to open Due by: 08-26-2021 the next task Request Type Assigned to Status Progress Signature 61/61 answered BCI Compliance Audit Full Questionnaire Ouestionnaire In Progress BCI Compliance Audit Full Questionnaire 0/2 answered AMBER Alert Procedures Document request Law Enforcement - BCI Audit 0/2 answered Blank ROA Waiver Document request Agencies with an approved ROA Contract CH Transaction Logs Justification 0/2 answered CU All Agencies that run Criminal History Document request New

Sections		Fxit Save as Draft
AMBER Alert Procedures O	AMBER Alert Procedures Law Enforcement - BCI Audit	
	Questionnaire Notes and Comments	
	 Show follow-ups Show unanswered questions 	
	AMBER Alert Procedures O In progress	Click the
	1. Do you have AMBER Alert Procedures? O Not Applicable	paperclip image
	 Yes No 	to attach your
	1.1. Please attach your document(s):	documents
	2. Additional Information	

0	State of Utah Agency Assessment	Portal		Assessments	lssues -	Tasks FAQ Page	H
I	Home > Zootopia Police Department >	Risk assessment for vendo	or Zootopia Police Depa	rtment			
	Risk assessment for vendor Zootop	ia Police Departmen	t		Submit	t Assessment	
	Requests 11 Issues 0	Tasks 0			Due b	y: 08-26-2021	
	Request	Туре	Assigned to	Status	Progress	Signature	
	BCI Compliance Audit Full Questionnaire BCI Compliance Audit Full Questionnaire	Questionnaire		In Progress	61/61 answered	-	
	AMBER Alert Procedures Law Enforcement - BCI Audit	Document request	• HL UD	In Progress	2/3 answered	-	
	Blank ROA Waiver Agencies with an approved ROA Contract	Document request	• HL UD	New	0/2 answered		

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Home > Zootopia Police Department > R	Risk assessment for vendor Zootopia Police Department 💙 AMBER Alert Procedures
Sections	Exit Save as Draft
AMBER Alert Procedures	AMBER Alert Procedures Law Enforcement - BCI Audit
	Questionnaire Notes and Comments
	Show follow-ups
	Show unanswered questions
	AMBER Alert Procedures • Completed
	1. Do you have AMBER Alert Procedures?
	O Not Applicable
	Yes
	1.1. Please attach your document(s): 🧷
	AMBER ALERT EMA.pdf (423.4 KB)
	2. Additional Information
	N/A

9	State of Utah Agency Assessment I	Portal			Assessments	Issues	Tasks FAQ I	Page
	Home > Zootopia Police Department > F	Risk assessment for vendo	or Zootopia Police [Department				
	Risk assessment for vendor Zootopi	a Police Departmen	t			Submi	t Assessment	
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	Request	Туре	Assigned to	Sta	atus	Progress	Signature	
	BCI Compliance Audit Full Questionnaire BCI Compliance Audit Full Questionnaire	Questionnaire		•	In Progress	61/61 answered	-	
	AMBER Alert Procedures Law Enforcement - BCI Audit	Document request	CU JH	Ţ	In Progress	3/3 answered	-	
	Blank ROA Waiver Agencies with an approved ROA Contract	Document request		•	New	0/2 answered	-	,

🍪 State of Utah Agency Assessm	nent Portal	Assess	sments	Issues	Tasks	FAQ Page	HL
Home > Zootopia Police Department	> Risk assessment for vendor Zootopia Police Department	> E	Blank ROA	Waiver			
Sections Blank ROA Waiver	Blank ROA Waiver Agencies with an approved ROA Contract Questionnaire Notes and Comments Show follow-ups Show unanswered questions Blank ROA Waiver • Completed 1. Do you have a Blank ROA Waiver? Not Applicable Yes No			Exit	Save as	Draft	
	2. Additional Information Not an ROA Agency						



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Risk assessment for vendor Zootop	pia Police Departme	nt		Submit	Assessmen
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AMBER Alert Procedures Law Enforcement - DCI Audit	Document request	•	In Progress	3/3 answered	
Blank ROA Walver Agencies with an approved ROA Contract	Document request	•••	in Progress	2/2 answered	
CH Transaction Logs Justification All Agencies that run Criminal History Queries - BCI Audit	Document request	••••	In Progress	3/3 answered	
Hit Confirmation Agreement Law Enforcement/Courts - BCI Audit	Document request	•	in Progress	3/3 answered	
Misuse Policy All Agencies - BCI Audit	Document request	•	In Progress	3/3 answered	-
Mobile Device Policy Vendor/NCJA - UCJIS Technical Audit	Document request	•••	In Progress	2/2 answered	0.78
NCIC Case Files (10 Samples) All Agencies that enter NCIC - BCI Audit	Document request	•••	In Progress	3/3 answered	
NCIC Validation Procedures All Agencies that enter NCIC - BCI Audit	Document request	• •	In Program	2/3 answered	14
REPT Transaction All Agencies - BCI Audit	Document request	00 .	In Progress	2/3 answered	
REPT Transaction All Agencies - BCI Audit ROA Contract	Document request	00.	In Progress	2/3 answered	

> Zootopia Police Department	Incomplete Questionnaire Some requests are incomplete. Are y	you sure you want to submit the a	ssessment?	×	Assessment
< assessment for vendor Zoo			Cancel Submit	Su	ıbmit Assessment
equests 11 Issues 0	Tasks 0				
				۵	Due by: 08-26-2021



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State of Utah Agency Assessment	Portal		Assessments	s Issues	Tasks FAQ Pa	age
ne > Zootopia Police Department >	Risk assessment for vendor	Zootopia Police Depa	rtment			
Risk assessment for vendor Zootop	ia Police Department			Submitted	to State of Utah]
Requests 11 Issues 0	Tasks 0		Respo	nses expected l	by: 08-24-2021	
Request	Туре	Assigned to	Status	Progress	Signature	

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Zootopia Police Department						
Open 1 Closed 0						
Assessment	Entity	Status	Questionnaires	Document requests	lssues	Due by
Risk assessment for vendor Zootopia Police Department	Zootopia Police Department vendor	In progress	1/1 completed	8/10 completed	0/0 closed	2021-08-26



Zootopia Police Department submitted responses for assessment ARA0003001 Intex x

Utah DPS Audits <dps_audits@utah.gov> to me •

Zootopia Police Department submitted responses for assessment ARA0003001

ARA0003001.

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Utah Department of Public Safety

Bureau of Criminal Identification



Ref:MSG0001526_qLIRqzWXEdIaYAxXLflk

← Reply

→ Forward

BCI Audit Status Report Inbox × 8 Ofa Vaisima 3:37 PM (16 minutes ago) to me 👻 Dear TAC. Thank you for participating in the triennial BCI UCJIS Audit. Your audit has been completed successfully. To view the individual findings of this audit, please log in to the ServiceNow portal. Please contact us if you have any questions or concerns. Thank you, Ofa Vaisima Field Services Utah Bureau of Criminal Identification ovaisima@utah.gov 385-499-1421 Monday-Thursday 7am-5pm If immediate assistance is needed, please contact our Help Desk (CIC available 24/7) 801-965-4446 Fax: 801-969-7065 This e-mail and any attachments are confidential and protected by legal, professional, or other privileges. Do not disseminate without expressed

permission by the original sender. If you are not the intended recipient do not store, copy, re-transmit, use, or disclose any of its contents. Return it to the sender immediately and delete the email from your system. Once your Field Service Representative has completed & closed out your audit, you will receive an email from your Field Service Representative.



State of Utah SPENIER LOX General DERREN ALIENTRERON Zeasand Opener	Department of Public Safety IRSS LANDERSON Communities
	August 25, 2021
Dear Chief Bogo: This letter is to from your agency rega satisfied with the corre regulations surroundin	notify you that BCI Field Services has received and reviewed the audit response rding the corrective actions implemented on all non-compliant issues. BCI is ctions that have been made in order to be in compliance with the policies and g BCI systems.
	8 ,
We appreciate Should you need any f	your agency's response and hope this audit has been beneficial to your department. urther assistance or have any questions please contact the BCI Field Services staff.
	Sincerely,
	M Breining
	Marta Bissiana Summing

Mandy Biesinger, Supervisor Field Services Section

Captain Greg Willmore, Director Bureau of Criminal Identification

cc: Judy Hopps - TAC

4501 South 2700 West * Box 141775 * Salt Lake City, Utah 84114-1775 * Telephone (801) 965-4461

We will no longer be sending out formal letters of the completion of your audit. If your agency requires one, you may reach out to your Field Service Representative.

Ô	State of Utah Agency Assessmer	nt Portal	Assessments	lssues	Tasks FAQ Page	H
	Home > Assessment Summary					
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	Agency	Primary Contacts	Assessments	Issues	Tasks	
	Zootopia Police Department Zootopia Police Department		-	-	-	

9	State of Utah Agency As	sessment Portal			Assessments	Issues	Tasks FAQ	Page
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	Zootopia Police Departm	ent						
	Open Closed	1						-
	Assessment	Entity	Status	Questionnaires	Document requests	Issues	Due by	
	Risk assessment for vendor Zootopia Police Department	Zootopia Police Department vendor	Completed	1/1 completed	8/10 completed	0/0 closed	2021-08- 26	



Ofa Vaisima assigned Agency assessment task ART0003005 to you
Utah DPS Audits <dps_audits (0="" 10:47="" :<br="" ago)="" am="" minutes="" ←="" ☆="">to me ▼</dps_audits>
Ofa Vaisima (<u>ovaisima@utah.gov</u>) assigned Agency assessment task <u>ART0003005</u> to you. This task is part of an Agency assessment for State of Utah. Resolution is requested by 2021-08-27.
Auto generated task for Risk assessment for vendor Zootopia Police Department - BCI Compliance Audit Full Questionnaire - User Logon Sharing Task
Users should have individual logons unique to their access permissions for usage tracking and auditing purposes.
Utah Department of Public Safety

Bureau of Criminal Identification

You will receive this type of email if there were any issues that need to be resolved with your audit. This means there was something found to be out of compliance.


State of Ut	t ^{ah Ager} au	pliance issues dit that need to	found with t be resolved	he d	asks FAQ Page
Home 🕨 Asse	essment Summary				
Assessmei	nt Summary				
Agency		Primary Contacts	Assessments	lssues	Tasks
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0	State of Utah Agency Assessment F	Portal		Assessmer	ts Issues	Tasks FA	Q Page JH
	Home 💙 Zootopia Police Department 💙 R	lisk assessment for vendor i	Zootopia Police Dep	partment			
	Risk assessment for vendor Zootopi	a Police Department			Finalizing Is	sues and Contro	ls
	Requests 11 Issues 2	Tasks 0					_
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	BCI Compliance Audit Full Questionnaire BCI Compliance Audit Full Questionnaire	Questionnaire	H. U	Submitted	39/39 answere	-	
	AMBED Alort Drocoduros				3/3 answered		



Risk asses	sment for vendor Zootopia Police Depa	artment		🕑 Finalizi	ing Issues and Controls
Request	s 11 Issues 2 Tasks 0				
Number	Short description	Priority	Status	Assigned to	Estimated end date
ARI0003008	Auto generated issue for Risk assessment for vendor Zootopia Police Department - BCI Compliance Audit Full Questionnaire - Compliance Issue: Shared Logons	4 - Low	Finalize with Agency	JH Judy Hopps	• 08-27-2021
ARI0003007	Issue for Risk assessment for vendor Zootopia Police Department - Hit Confirmation Agreement - 1	4 - Low	Submitted to Agency	JH Judy Hopps 🗸	• 08-26-2021







State of Utah Agency Assessment Portal FAQ Page JΗ Home > Zootopia Police Department > Risk assessment for vendor Zootopia Police Department > Auto generated issue for Risk assessment for vendor Zootopia Police Department - BCI Compliance Audit Full Questionnaire - Compliance Issue: Shared Logons Issue Details ARI0003008 Auto generated issue for Risk assessment **Resolve Issue** Priority Created for vendor Zootopia Police Department -4 - Low 2h ago BCI Compliance Audit Full Questionnaire - Compliance Issue: Shared Logons Updated Status 12m ago Submitted to Agency Questions 1 Issue Details Tasks 0 Planned end date 08-27-2021 Question Category Answer Do users share logons? Personnel Security Yes Assigned to Judy Hopps 👻



Issue Details Priority Created 4 - Low 2h ago	ARI0003008 Auto generated issue for Risk assessment for vendor Zootopia Police Department - BCI Compliance Audit Full Questionnaire - Compliance Issue: Shared Logons
Status Updated Submitted to 1m ago Agency Planned end date 08-27-2021	Issue Details Tasks O Questions 1 Description (empty)
Assigned to Judy Hopps 👻	Comments Type your message here Send
Attachments Click below to attach a file Attach	Judy Hopps () Im ago This was a mistake on my part. No Users at our police department share logins. Everyone has their own unique login. I misread the question Ofa Vaisima () 2h ago AR10003008 Created



Issue Details Priority Created 4 - Low 2h ago	ARI0003008 Auto generated issue for Risk assessment for vendor Zootopia Police Department - BCI Compliance Audit Full Questionnaire - Compliance Issue: Shared Logons
Status Updated Review just now Planned end date 08-27-2021	Issue Details Tasks O Questions 1 Description (empty)
Assigned to	Comments
Attachments	Send
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	ARI0003008	Auto generated issue for Risk assessment for vendor Zootopia Police Department - BCI Compliance Audit Full Questionnaire - Compliance Issue: Shared Logons	4 - Low	Review	лн Judy H	opps 🔻	08-27-2021		
	ARI0003007	Issue for Risk assessment for vendor Zootopia Police Department - Hit Confirmation Agreement - 1	4 - Low	Submitted to Agency	JH Judy H	opps 👻	08-26-2021		



🎯 State of Utah Agency Asse	ssment Portal	Assessments	lssues Tasks FAQ Page
Home > Zootopia Police Departm	ent > Risk assessment for vendor Zootopia Police potopia Police Department - Hit Confirmation Agreeme	Department >	
Issue Details Priority Created 4 - Low 2h ago	ARI0003007 Issue for Risk assessment for vendor Zootopia Police Department - Hit Confirmation Agreement - 1		Resolve Issue
Status Updated Submitted to about an hour Agency ago	Issue Details Tasks 0 Qu	estions (1)	
date 08-26-2021	Question 1. Do you have a Hit Confirmation Agreement?	Category Hit Confirmation Agreeme	Answer ent No
Assigned to		Ū	
Judy Hopps 🕶			
Attachments			









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Issue has been resolved and is	pending customer review.	× age JH
Home > Zootopia Police Departm	nent > Risk assessment for vendor Zootopia Police Department > Zootopia Police Department - Hit Confirmation Agreement - 1	
Issue Details Priority Created 4 - Low 3h ago	ARI0003007 Issue for Risk assessment for vendor Zootopia Police Department - Hit Confirmation Agreement - 1	 ⊘ Submitted to State of Utah
StatusUpdatedReviewjust nowPlanned enddate08-26-2021	Issue Details Tasks O Questions 1 Description (empty)	
Assigned to		

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	topia Police Department 📏 Risk assessment I	for vendor Zooto	pia Police Depa	rtment	
Risk asses	sment for vendor Zootopia Police Depa	artment		Finalizi	ing Issues and Controls
Request	s 11 Issues 2 Tasks 0				
Number	Short description	Priority	Status	Assigned to	Estimated end date
ARI0003008	Auto generated issue for Risk assessment for vendor Zootopia Police Department - BCI Compliance Audit Full Questionnaire - Compliance Issue: Shared Logons	4 - Low	Review	Judy Hopps 🗸	08-27-2021
	Issue for Risk assessment for vendor Zootopia Police Department - Hit Confirmation	4 - Low	Review	JH Judy Hopps 🗸	08-26-2021

ServiceNow Audits

BCI Audit Status Report Inbox × 8 Ofa Vaisima 3:37 PM (16 minutes ago) to me 👻 Dear TAC. Thank you for participating in the triennial BCI UCJIS Audit. Your audit has been completed successfully. To view the individual findings of this audit, please log in to the ServiceNow portal. Please contact us if you have any questions or concerns. Thank you, Ofa Vaisima Field Services Utah Bureau of Criminal Identification ovaisima@utah.gov 385-499-1421 Monday-Thursday 7am-5pm If immediate assistance is needed, please contact our Help Desk (CIC available 24/7) 801-965-4446 Fax: 801-969-7065 This e-mail and any attachments are confidential and protected by legal, professional, or other privileges. Do not disseminate without expressed

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permission by the original sender.

Once your Field Service Representative has completed & closed out your audit, you will receive an email from your Field Service Representative.



ServiceNow Audits

State of Utah SPENIER LOX General DERRIK MINNERON Zeaused Owners	Department of Public Safety IRSS LANDERSON Communities
	August 25, 2021
Dear Chief Bogo: This letter is to from your agency rega satisfied with the corre regulations surroundin	notify you that BCI Field Services has received and reviewed the audit response rding the corrective actions implemented on all non-compliant issues. BCI is ctions that have been made in order to be in compliance with the policies and g BCI systems.
	8 ,
We appreciate Should you need any f	your agency's response and hope this audit has been beneficial to your department. urther assistance or have any questions please contact the BCI Field Services staff.
	Sincerely,
	M Breining
	Marta Bissiana Summing

Mandy Biesinger, Supervisor Field Services Section

Captain Greg Willmore, Director Bureau of Criminal Identification

cc: Judy Hopps - TAC

4501 South 2700 West * Box 141775 * Salt Lake City, Utah 84114-1775 * Telephone (801) 965-4461

We will no longer be sending out formal letters of the completion of your audit. If your agency requires one, you may reach out to your Field Service Representative.



3	State of Utah Agency Assess	ment Portal	Assessments	Issues	Tasks FAQ Page	н
	Home > Assessment Summary					
	Assessment Summary					
	Agency	Primary Contacts	Assessments	Issues	Tasks	
	Zootopia Police Department Zootopia Police Department	CU JH -	-	-	-	

)	State of Utah Agency Assessment Portal Assessments Issues Tasks FAQ Page	H
	Home > Zootopia Police Department	
	Zootopia Police Department	
	Open Closed 2	
	No records found.	

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State of Utah Agency As	sessment Portal			Assessments	Issues	Tasks I	FAQ Page	
Home > Zootopia Police Department								
Zootopia Police Departm	ent							
Open O Closed	2							
Assessment	Entity	Status	Questionnaires	Document requests	Issues	Due by	,	
Risk assessment for vendor Zootopia Police Department	Zootopia Police Department vendor	Completed	1/1 completed	10/10 completed	2/2 closed	2021-0 02	9-	
Risk assessment for vendor Zootopia Police Department	Zootopia Police Department vendor	Completed	1/1 completed	8/10 completed	0/0 closed	2021-0 26	8-	
					BCI	Complia	nce Audit	



When are audits initiated?

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29						



BCI Compliance Audits



Excel

- Traditional audit style
- Excel & email format

ServiceNow

- ServiceNow software
- Online format

"I'VE BEEN HERE SO LONG I DON'T REMEMBER WHAT I DID, BUT IT HAD SOMETHING TO DO WITH NON-COMPLIANCE."



Questions?