



# How Do I Validate a Protection Order

TAC Conference 2024



# NCIC Protection Order Validations




## Why?

- NCIC requires all entries to be timely, accurate and complete
- Due to the 2021 FBI audit, the batch job that does validations was found to not meet FBI/NCIC standards



## How?

- NVAL transaction to download validations
  - MPO/ TPO and other NCIC PO transactions to validate and modify an NCIC PO to be validated and made complete
- 



# Hit Confirmation Agreements



# NCIC HIT CONFIRMATION AGREEMENT



This agreement is between \_\_\_\_\_ (Servicing Agency) and \_\_\_\_\_ (Recipient Agency).

All of the information acquired from any file accessed in UCJIS is governed by regulations and policies of the FBI and the State of Utah. Access to any of these files is restricted to criminal justice purposes only. Violation of dissemination, privacy, and security regulations may result in civil sanctions or criminal prosecution of the person(s). Utah Code Annotated 53-10-108(12)(a) states:

*It is a class B misdemeanor for a person to knowingly or intentionally access, use, disclose, or disseminate a record created, maintained, or to which access is granted by the division or any information contained in a record created, maintained, or to which access is granted by the division for a purpose prohibited or not permitted by statute, rule, regulation, or policy of a governmental entity.*

If the servicing agency is acting on behalf of the recipient agency with the handling of NCIC records, both agencies must abide by the following FBI CJIS Security Policy regulations:

- **Timeliness:** Both agencies acknowledge that both NCIC and Statewide records will be entered, modified, and removed promptly to ensure system integrity.
- **Validation:** Both agencies acknowledge that validation is required for the following records: NCIC (boat, license plate, vehicle, gun, securities, persons, selected article files) and Statewide (warrants and protective orders).
- **Hit Confirmation:** In the event that the recipient agency is not a 24-hour agency, the servicing agency will monitor and respond to any NCIC hit confirmations after business hours in accordance to the policies and procedures set forth by NCIC on behalf of the recipient agency. The servicing agency agrees to respond to a priority NCIC hit confirmation within ten (10) minutes or within one (1) hour on a routine NCIC hit confirmation. The servicing agency will be responsible for responding to all hit confirmation requests between the hours of \_\_\_\_\_ and \_\_\_\_\_, on the following days: \_\_\_\_\_.

This agreement is effective beginning \_\_\_\_\_.

This agreement may be terminated by either party based on a thirty day written notice. The servicing agency has the right to suspend furnishing information under this agreement when any rule, policy, procedure, regulation, or law described in the FBI CJIS Security Policy, the NCIC Operating Manual, the BCI Operating Manual, or UCA 53-10-108 is violated or appears to be violated. By signing this agreement, both parties agree to abide by all federal and state laws governing UCJIS information.

\_\_\_\_\_

Signature of Servicing Agency authorized representative

\_\_\_\_\_

Date

Servicing Agency phone and email

\_\_\_\_\_

Signature of Recipient Agency authorized representative

\_\_\_\_\_

Date

Recipient Agency phone and email



# Validations

# When to Validate

- Within 60-90 days after entry
  - NCIC will automatically keep track of all that needs to be validated and when
- Annually thereafter

# When are Validations Available?

- Validations are available from the FBI the week of the first Monday following the first Saturday of the month
- Validations are available via the NVAL transaction in UCJIS for agencies to access



# Downloading Validations

NVAL Transaction



UCJIS Home NVALL x

Entry

### NCIC Validation Export

ORI:

Month: JANUARY

Open Search Results

You will ensure your ORI is selected for the ORI field

And that in the month field, you select the current month for the validation cycle

JANUARY

JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMEBER

DECEMBER

UCJIS Home NVALL ✕

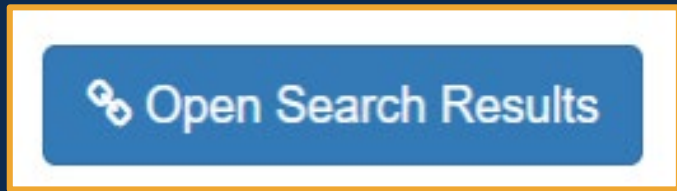
Entry

### NCIC Validation Export


ORI: UTBCI0000-UT BUREAU OF CRIM IDEM ▼

Month: APRIL ▼

[Open Search Results](#)

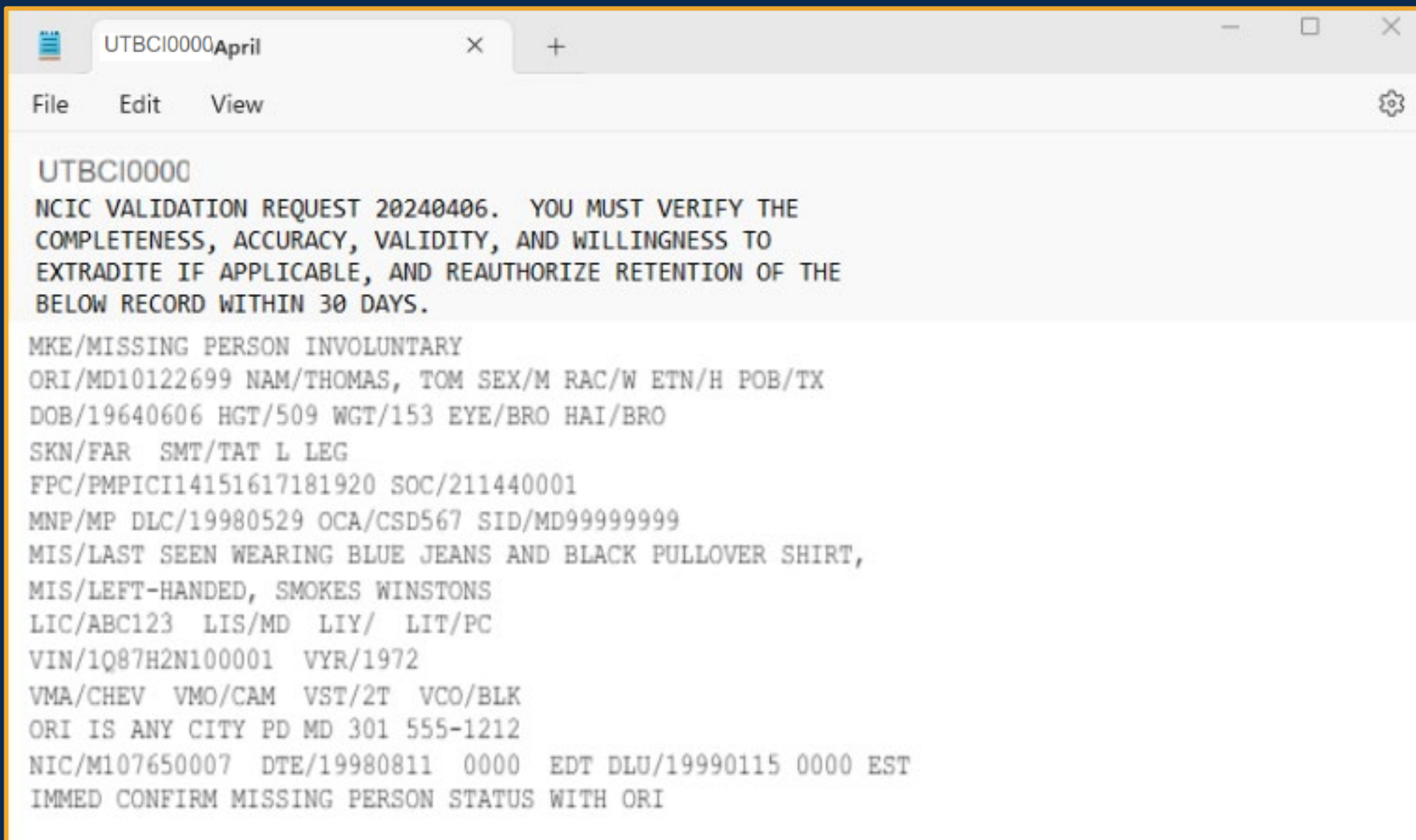


Once you have the fields filled out, click the “Open Search Results” button

<input type="checkbox"/> Name	Date modified
▼ Today	
 UTBCI0000April	4/9/2024 2:30 PM

Your file will show in your downloads -  
double click and the file will open





The image shows a Notepad window titled "UTBCI0000April" with a standard menu bar (File, Edit, View) and a settings icon. The text content is as follows:

```
UTBCI0000
NCIC VALIDATION REQUEST 20240406. YOU MUST VERIFY THE
COMPLETENESS, ACCURACY, VALIDITY, AND WILLINGNESS TO
EXTRADITE IF APPLICABLE, AND REAUTHORIZE RETENTION OF THE
BELOW RECORD WITHIN 30 DAYS.
MKE/MISSING PERSON INVOLUNTARY
ORI/MD10122699 NAM/THOMAS, TOM SEX/M RAC/W ETN/H POB/TX
DOB/19640606 HGT/509 WGT/153 EYE/BRO HAI/BRO
SKN/FAR SMT/TAT L LEG
FPC/PMPIC114151617181920 SOC/211440001
MNP/MP DLC/19980529 OCA/CSD567 SID/MD999999999
MIS/LAST SEEN WEARING BLUE JEANS AND BLACK PULLOVER SHIRT,
MIS/LEFT-HANDED, SMOKES WINSTONS
LIC/ABC123 LIS/MD LIY/ LIT/PC
VIN/1Q87H2N100001 VYR/1972
VMA/CHEV VMO/CAM VST/2T VCO/BLK
ORI IS ANY CITY PD MD 301 555-1212
NIC/M107650007 DTE/19980811 0000 EDT DLU/19990115 0000 EST
IMMED CONFIRM MISSING PERSON STATUS WITH ORI
```

Results will be a TXT File



Is the PO  
Accurate?

# Accuracy

- Message Key
- Identifying information
- OCA
- Protective Order Expiration date
- Protective Order Number is correct
- Name
- Compare what is listed on the txt file for the entry with the information you have
  - Conditions listed correctly?

# Accuracy

- Search all available UCJIS files
  - Purpose code “C”
  - Audit purpose “NCIC Validation (NIC #)”
- MIL transaction
- Always run the individual to ensure you do not have that PO listed twice
  - This is a compliance issue

# Completeness

- Ensure PO contains all available information
  - All critical information that is available at the time of entry and validation should be added
- Use court case files to ensure record is complete
  - This is a compliance issue



# “Pack” the Record

- Any additional information that can be entered
  - Aliases
  - Scars, marks, and tattoos
  - Further description in miscellaneous field
  - Anything that will increase likelihood of a positive hit

## Example:

MKE/PROTECTION ORDER  
ORI/MD1012600 NAM/SMITH, JOHN J SEX/M RAC/W ETN/H POB/TX  
DOB/19491012 HGT/510 WGT/175 EYE/BRO HAI/BRO  
SKN/DRK SMT/SC R HND  
FPC/121011C0141159TTCI13 MNU/AS-123456789 SOC/123456789  
PNO/3425163553 BRD/Y ISD/19960112 EXP/19990112 CTI/VA124567  
PPN/SMITH, JULIA PSX/F PPR/W PPB/19500910  
PCO/01 - THE SUBJECT IS RESTRAINED FROM ASSAULTING, THREATENING, ABUSING,  
PCO/HARASSING, FOLLOWING, INTERFERING, OR STALKING THE PROTECTED PERSON AND/OR  
PCO/THE CHILD OF THE PROTECTED PERSON  
OCA/611112131 SID/MD99999999  
NOA/Y  
NIC/H146203706 DTE/19960120 0100 EST DLU/20070328 1115 EDT

## Multiple Transaction Query

### Originating Agency Identifier

ORI: \*

UTBCI0000-UT BUREAU OF C ▼

### Photo Wanted

NONE

ONE

MULTIPLE

### Requestor Information

Audit Purpose:

C - CRIMINAL JUSTICE ▼

Requestor:

OVAISIMA

Audit Reason:

NCIC VALIDATION W000000000



### Pre-Fill By Social Security or Operator License Number

[View Search Instructions](#)

SSN:

123456789

 Lookup

License Number:

123456789

 Lookup

### By Name

Last Name: \*

ENTER LAST NAME

First Name: \*

ENTER FIRST NAME

Middle Name:

ENTER MIDDLE NAME

Date of Birth:

ENTER DOB MMDDYYYY

Sex:



Race:

UNKNOWN



State:

UT - UTAH



## Transactions to Run

Check All

Clear All

Driver's License - UTAH (DLQ)

Criminal History - UTAH (CHQ)

Drivers License - NLETS (DQ)

Criminal History - NLETS (IQ)

State Wide Warrants (QSW)

Criminal History - III (QH)

Query Wanted - NCIC (QW)

Regular Name Search

Expanded Name Search

Juvenile History - UTAH (JUV)

Offender Inquiry- UTAH (OTRK)

Motor Vehicle - UTAH (MVQ)

Protective Order - UTAH (PO)

# Example:

Primary Menu christia

Exit! Case Party Cashiering! Accounting Maintenance Information Print Index! Lock Help

**SECOND JUDICIAL DISTRICT - CLEARFIELD JUSTICE COURT**

**CLEARFIELD JUSTICE COURT**

**Case Information**

Case	Case Type	Last Name	First Name	
<input type="text"/>	All	<input type="text"/>	<input type="text"/>	
Citation	Sheriff Office	Social Security	Birth Date	Party
<input type="text"/>	<input type="text"/>	- -	00/00/0000	All
Reference	Judge	Commissioner	Filing Date	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

Change to Party

Clear Find Redo Previous Find

Use 'Sounds Like' Search

**Critical Messages**

**Warnings**

Version Date: 07/20/2024



# Validating the PO

Utilizing UCJIS

# Validity

- If everything is accurate and there is no additional information, we can use the modify transaction and validate it
- If there is additional information, the modify transaction will be used to enter the information as well as validate the NCIC entry



# Modify Transaction - MPO

UCJIS Home MPO1 x

Entry

### Protective Order Modify

**Originating Agency Identifier**

ORI: \*  | Message Key: \*

**Person Details of Existing Record**

Last Name:	<input type="text" value="BUFFAY"/>	First Name:	<input type="text" value="PHOEBE"/>
Middle Name:	<input type="text" value="ENTER MIDDLE NAME"/>	NIC Number:	<input type="text" value="H370086437"/>
Originating Agency Case Number:	<input type="text" value="ENTER CASE NUMBER"/>	Protection Order Number:	<input type="text" value="ENTER PROTECTION ORDER NUMBER"/>

**Validator Information**

Name of Validator:

# Required Information to match the update to the NCIC entry

**NAM & NIC**

## Person Details of Existing Record

Last Name:

First Name:

Middle Name:

NIC Number:

Originating Agency Case Number:

Protection Order Number:

# Required Information to match the update to the NCIC entry

NAM & OCA

## Person Details of Existing Record

Last Name:

First Name:

Middle Name:

NIC Number:

Originating Agency Case Number:

Protection Order Number:

# Required Information to match the update to the NCIC entry

NIC & OCA

Person Details of Existing Record

Last Name:	<input type="text" value="ENTER LAST NAME"/>	First Name:	<input type="text" value="ENTER FIRST NAME"/>
Middle Name:	<input type="text" value="ENTER MIDDLE NAME"/>	<b>NIC Number:</b>	<input type="text" value="ENTER NIC #"/>
<b>Originating Agency Case Number:</b>	<input type="text" value="ENTER CASE NUMBER"/>	Protection Order Number:	<input type="text" value="ENTER PROTECTION ORDER NUMBER"/>

# Required Information to match the update to the NCIC entry

NAM & PNO

## Person Details of Existing Record

Last Name: BUFFAY

First Name: PHOEBE

Middle Name: ENTER MIDDLE NAME

NIC Number: H370086437

Originating Agency Case Number: ENTER CASE NUMBER

Protection Order Number: ENTER PROTECTION ORDER NUMBER



# Modify Transaction - MPO

Modify Personal Information

Last Name:	<input type="text" value="ENTER LAST NAME"/>	First Name:	<input type="text" value="ENTER FIRST NAME"/>
Middle Name:	<input type="text" value="ENTER MIDDLE NAME"/>	Date of Birth:	<input type="text" value="MMDDYYYY"/>
Gender:	<input type="text"/>	Race:	<input type="text"/>
Ethnicity:	<input type="text"/>	Height:	<input type="text" value="ENTER HEIGHT"/>
Weight:	<input type="text" value="ENTER WEIGHT"/>	Hair Color:	<input type="text"/>
Eye Color:	<input type="text"/>	Skin Tone:	<input type="text"/>
Scars, Marks, Tattoos:	<input type="text" value="ENTER SCARS, MARKS, TATTOOS"/>	Place Of Birth:	<input type="text"/>
Fingerprint Available:	<input type="text"/>	Fingerprint Classification:	<input type="text" value="ENTER FINGERPRINT CLASSIFICATIO"/>
Cizenship:	<input type="text"/>		



### Modification Identifying Information

**FBI Number:**

ENTER FBI NUMBER

**SID:**

ENTER SID NUMBER

**Misc Number:**

ENTER MISC NUMBER

**Misc Number Type:**



**SSN:**

123456789

**Driver License Number:**

ENTER LICENSE NUMBER

**Driver License State:**



**Driver Licenses Expiration  
Year:**

ENTER DRIVER LICENSE EXPIRATION YEAR



### Case Information

Agency Case Number: \*

ENTER CASE NUMBER

Expiration Date is Unknown  
or does not Expire

issue Date: \*

MMDDYYYY

Expiration Date:

MMDDYYYY

Linking Agency Identifier:

ENTER LINKING AGENCY IDENTIFIER

Linking Agency Case  
Number:

ENTER LINKING AGENCY CASE NUME

Notify Original Agency



Miscellaneous Comments:

ENTER MISCELANEOUS COMMENTS



Brady: \*



PO Conditions: \*



Court Identifier ORI:

COURT IDENTIFIER ORI

Protection Order Number:

PROTECTION ORDER NUMBER

Service Information:



Service Date:

MMDDYYYY





### Protected Person Information

**Last Name: \***

**First Name: \***

**Middle Name:**

**Date of Birth: \***

**Gender:**

**Race:**

**SSN:**



### Modify Medical Information

Caution and Medical  
Conditions:

DNA Profile Indicator:

DNA Location:

ENTER DNA LOCATION



### Modify Vehicle Information

Delete Vehicle Info:

License Plate Number:

ENTER PLATE NUMBER

Vehicle License State:



Vehicle License Type:

ENTER LICENSE TYPE

License Expiration Year:

VIN:

ENTER VIN

Vehicle Year:

Vehicle Make:

ENTER MAKE

Vehicle Model:

ENTER MODEL

Vehicle Color:

ENTER VEHICLE COLOR

Vehicle Color 2:

ENTER VEHICLE COLOR 2

Vehicle Style:

ENTER VEHICLE STYLE

 Submit



# Modification Acknowledgement Screen

UCJIS Home MPO1 ✖

Entry BUFFAY, PHOEBE ✖

**MPO Submission Results**  
Created by wthomsen on 07/21/2022 16:30:15

NcicResponse:  
Acknowledgment:  
CaveatText:  
- "VALIDATE NAM/BUFFAY,PHOEBE NIC/H370086437 \*\* TEST\*\* THIS RESPONSE IS FROM THE\  
 \ NCIC TEST SYSTEM."



# Example:

TN011722977685158  
UTBCI0000

\*\* TEST\*\* THIS RESPONSE IS FROM THE NCIC TEST SYSTEM.

\*\*\*MESSAGE KEY QWA SEARCHES ALL NCIC PERSONS FILES WITHOUT LIMITATIONS.

\*\*\*\*\*WARNING - THE FOLLOWING IS AN NCIC PROTECTION ORDER RECORD. DO NOT SEARCH,  
DETAIN, OR ARREST BASED SOLELY ON THIS RECORD. CONTACT ENTERING AGENCY TO  
CONFIRM STATUS AND TERMS OF PROTECTION ORDER\*\*\*\*\*

\*\* TEST\*\* THIS RESPONSE IS FROM THE NCIC TEST SYSTEM.

MKE/PROTECTION ORDER

ORI/UTBCI0000 NAM/TEST, Y0GI SEX/M RAC/W

DOB/20000101 HGT/509 WGT/200 HAI/BRO

BRD/UISD/20240806 EXP/20250806

PPN/TEST, B00B00 PPB/20000101

PCO/01 - THE SUBJECT IS RESTRAINED FROM ASSAULTING, THREATENING, ABUSING, HARAS  
SING, FOLLOWING, INTERFERING, OR STALKING THE PROTECTED PERSON AND/OR THE CHILD  
OF THE PROTECTED PERSON.

OCA/TEST321

NOA/N

DNA/N

ORI IS UT BU CRIM IDENT SALT LAKE 801 965-4446

NIC/H550030298 DTE/20240806 1635 EST DLU/20240806 1635 EST



# Example:

Enter these fields exactly how it appears on the entry currently. To trigger the validation, fill out the “Name of Validator” field

UCJIS Home MPO1 ✖

Entry

### Protective Order Modify

Originating Agency Identifier

ORI: \* UTBCI0000-UT BUREAU ▾ Message Key: \* MPO - MODIFY PROTEC ▾

Person Details of Existing Record

Last Name: TEST First Name: YOGI

Middle Name: ENTER MIDDLE NAME NIC Number: H550030298

Originating Agency Case Number: ENTER CASE NUMBER Protection Order Number: ENTER PROTECTION ORDER NUM

Validator Information

Name of Validator: OVAISIMA TEST



# Example:

We find out that Yogi has multiple tattoos, we will add the most recognizable tattoo in the “Scars, Marks, Tattoos” field

Modify Personal Information

Last Name:	<input type="text" value="ENTER LAST NAME"/>	First Name:	<input type="text" value="ENTER FIRST NAME"/>
Middle Name:	<input type="text" value="ENTER MIDDLE NAME"/>	Date of Birth:	<input type="text" value="MMDDYYYY"/>
Gender:	<input type="text"/>	Race:	<input type="text"/>
Ethnicity:	<input type="text"/>	Height:	<input type="text" value="ENTER HEIGHT"/>
Weight:	<input type="text" value="ENTER WEIGHT"/>	Hair Color:	<input type="text"/>
Eye Color:	<input type="text"/>	Skin Tone:	<input type="text"/>
Scars, Marks, Tattoos:	<input type="text" value="TATTOO FACE NONSPECIF"/>	Place Of Birth:	<input type="text"/>
Fingerprint Available:	<input type="text"/>	Fingerprint Classification:	<input type="text" value="ENTER FINGERPRINT CLA"/>
Cizitenship:	<input type="text"/>		



# Example:

Once submitted, your successful response will look like this:

The screenshot shows a web interface with a breadcrumb trail: UCJIS Home > MPO1 x. Below this is an 'Entry' section with 'TEST, YOGI x'. The main content area is titled 'MPO Submission Results' and includes the text 'Created by ovaisima on 08/12/2024 10:42:52'. A code block displays the following response:

```
NcicResponse:  
Acknowledgment:  
CaveatText:  
- "VALIDATE NAM/TEST,Y0GI NIC/H550030298"  
- "*** TEST** THIS RESPONSE IS FROM THE NCIC TEST SYSTEM."
```



# Supplemental

- Have more information that can be entered, but that field is already listed in the PO?
  - Add a supplemental
    - ENPO
    - A maximum of 9 additional identifiers of various kinds may be entered in one supplemental record
    - Each condition meets as an additional identifier and only one will exist on the base record- all others will show as a supplemental

# Example:

UCJIS Home ENPO1 ✖

Entry

**Protective Order Supplemental - Entry**

**Originating Agency Identifier**

ORI: \*

**Person Details of Existing Record**

Last Name:	<input type="text" value="TEST"/>	First Name:	<input type="text" value="YOGI"/>
Middle Name:	<input type="text" value="ENTER MIDDLE NAME"/>	NIC Number:	<input type="text" value="H550030298"/>
Originating Agency Case Number:	<input type="text" value="ENTER CASE NUMBER"/>	Protection Order Number:	<input type="text" value="ENTER PROTECTION ORDER NUM"/>

**Protection Order Conditions**

PO Conditions: \*

Must identify the record with the name and NIC, OCA, or PNO

You will be required to select the PO Condition

# Example:

UCJIS Home ENPO1 ✖

Entry

**Protective Order Supplemental - Entry**

Originating Agency Identifier

ORI: \* UTBCI0000-UT BUREAU ▾

Person Details of Existing Record

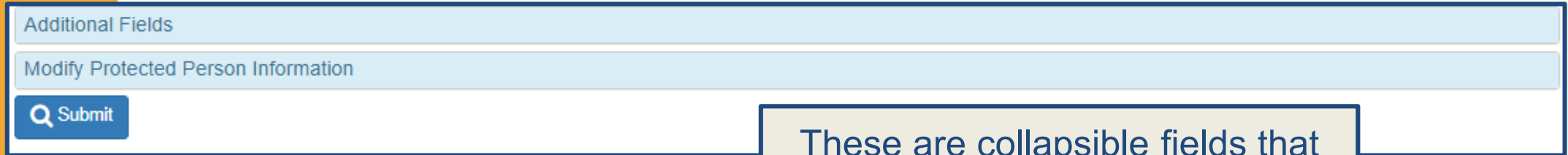
Last Name:	TEST	First Name:	YOGI
Middle Name:	ENTER MIDDLE NAME	NIC Number:	H550030298
Originating Agency Case Number:	ENTER CASE NUMBER	Protection Order Number:	ENTER PROTECTION ORDER NUM

Protection Order Conditions

PO Conditions: \* Nothing selected ▾

THE SUBJECT IS RESTRAINED FROM ASSAULTING, THREATENING ABUSING, HARASSING, FOLLOWING, INTERFERING WITH THE SUBJECT MAY NOT THREATEN A MEMBER OF THE PROTECTED PERSON'S FAMILY OR HOUSE-HOLD. THE PROTECTED PERSON IS GRANTED EXCLUSIVE POSSESSION OF THE RESIDENCE OR HOUSEHOLD. THE SUBJECT IS REQUIRED TO STAY AWAY FROM THE RESIDENCE, PROPERTY, SCHOOL, OR PLACE OF EMPLOYMENT. THE SUBJECT IS RESTRAINED FROM MAKING ANY COMMUNICATION WITH THE PROTECTED PERSON, INCLUDING VISITATION OR CUSTODY RIGHTS OF THE CHILD(REN) NAMED. THE SUBJECT IS PROHIBITED FROM POSSESSING AND/OR PURCHASING A FIREARM OR OTHER WEAPONS. SEE THE MISCELLANEOUS FIELD FOR COMMENTS REGARDING THE TERMS AND CONDITIONS OF THE ORDER. THE PROTECTED PERSON IS AWARDED TEMPORARY EXCLUSIVE CUSTODY OF THE CHILD(REN) NAMED.

# Example:



Additional Fields

Modify Protected Person Information

Submit

These are collapsible fields that you will be able to add supplemental information to. We will add the remaining tattoos to the record by opening the “Additional Fields” section

# Example:

Additional Fields

**NOTE: A Maximum of NINE additional identifiers of various kinds may be entered on one Supplemental Screen. Additional Supplemental Screens may be re-transmitted for additional identifiers**

Caution and Medical Conditions

+

**NOTE: A Maximum of NINE additional identifiers of various kinds may be entered on one Supplemental Screen. Additional Supplemental Screens may be re-transmitted for additional identifiers**

Last Name:

First Name:

Middle Name:

Date of Birth

+

Scars Marks and Tattoos

+

# Example:

Alias

Last Name:  +

First Name:

Middle Name:

Date of Birth

+

Scars Marks and Tattoos

+

Click “+” to add more Scars,  
Marks, & Tattoos

# Example:

**Additional Fields**

*NOTE: A Maximum of NINE additional identifiers of various kinds may be entered on one Supplemental Screen.  
Additional Supplemental Screens may be re-transmitted for additional identifiers*

**Caution and Medical Conditions**

**Alias**

**Last Name:**

**First Name:**

**Middle Name:**

**Date of Birth**

**Scars Marks and Tattoos**

This is what it looks like.  
Remember you will only be able  
to add 9 total for this field

# Example:

Once submitted, your successful response will look like this:

```
ENPO Submission Results
Created by ovaisima on 08/12/2024 11:23:29

NcicResponse:
Acknowledgment:
CaveatText:
- "SUPP NAM/TEST,YØGI NIC/H550030298"
- "*** TEST** THIS RESPONSE IS FROM THE NCIC TEST SYSTEM."
```





# Failure to Validate

**\$.F.'s and \$.P.'s**

# \$.F. Messages

- Notification of failure to validate entry for previous month
- Notification is sent for each unvalidated entry
- If it is not validated by the next validation cycle, the entry will be purged

# \$F Message

BC	ORIGINATING ORI:NM0170100 DESTINATION ORI(S): RECEIVED DATE:	09-06-2021 00:04
\$H	09/05/2021 23:14 \$.H. UT0182500 ORIGINATING AGENCY NOTIFI	09-05-2021 23:14
\$F	09/05/2021 22:19 \$.F. FAILURE TO VALIDATE UT0182500 THE F	09-05-2021 22:19
\$F	09/05/2021 22:19 \$.F. FAILURE TO VALIDATE UT0182500 THE F	09-05-2021 22:19
\$H	09/05/2021 21:17 \$.H. UT0182500 ORIGINATING AGENCY NOTIFI	09-05-2021 21:17
\$H	09/05/2021 21:12 \$.H. UT0182500 ORIGINATING AGENCY NOTIFI	09-05-2021 21:12
SW	Served Warrant Notify 2021-09-05T19:27:00-06:00 A Warrant ha	09-05-2021 19:28
\$H	09/05/2021 19:16 \$.H. UT0182500 ORIGINATING AGENCY NOTIFI	09-05-2021 19:16
\$H	09/05/2021 18:34 \$.H. UT0182500 YOUR RECORD WITH NIC/P627	09-05-2021 18:34
\$L	09/05/2021 18:23 \$.L. UT0182500 LOCATE NOTIFICATION AT 20	09-05-2021 18:23

ORI:

UTBCI0000

Message Type:

\$F

Message:

\$.F. FAILURE TO VALIDATE

THE FOLLOWING RECORD WILL BE RETIRED BY THE FBI DURING THE NEXT PURGE  
CYCLE  
UNLESS THE RECORD IS VALIDATED PRIOR TO THE FIRST SUNDAY OF NEXT  
MONTH.

MKE/WANTED - EMANCIPATED JUVENILE DELINQUENT - CHARGED  
EXL/D - NO EXTRADITION - INSTATE PICK-UP ONLY. SEE MIS FIELD FOR  
LIMITS  
ORI/ NAM/ SEX/M RAC/U  
DOB/20030113 DOE/20210113 HGT/602 WGT/165 EYE/BR0 HAI/BLK  
SOC/  
OLN/ OLS/UT OLY/UNKN  
OFF/HOMICIDE  
DOV/20200529 OCA/  
WNO/ CTI/  
VLD/20200728 NOA/N  
MIS/0BSTRUCTING JUSTICE FELONY DISCHARGE 0F A FIREARM  
DNA/N  
ADD/01 - RESIDENCE (LAST KNOWN)  
SNU/: SNA/  
CTY/WEST VALLEY CITY STA/UT ZIP/84119  
AKA/  
AKA/  
NIC/1 DTE/20200529 1720 EDT DLU/20200728 1730 EDT

# \$.P. Messages

- Notification that NCIC entry has been purged because of failure to validate or 5 days prior to expiration of a PO
- Notification for each entry
- Will need to be re-entered into NCIC
- Automatic failure on BCI Compliance Audit

# \$P Messages

SW	Served Warrant Notify 2018-01-20T14:20:00-07:00 A Warrant ha	01-20-2018 14:21
SW	Served Warrant Notify 2018-01-18T21:17:00-07:00 A Warrant ha	01-18-2018 21:18
SW	Served Warrant Notify 2018-01-18T17:50:00-07:00 A Warrant ha	01-18-2018 17:51
SW	Served Warrant Notify 2018-01-18T17:16:00-07:00 A Warrant ha	01-18-2018 17:18
SC	TCN=<a href=/webfront/ProcessSCRequest.do?tcn=49292402>49292402</a> ,Result=NON-IDENT,	01-16-2018 13:03
LS	Update for TCN/OTN:                    Name (Last, First):	01-16-2018 12:53
SC	TCN=<a href=/webfront/ProcessSCRequest.do?tcn=49292378>49292378</a> ,Result=NON-IDENT,	01-16-2018 09:13
LS	Update for TCN/OTN:	01-16-2018 09:07
\$P	01/07/2018 14:34 \$P. PURGE FOR FAILURE TO VALIDATE UT0021	01-07-2018 14:34
SW	Served Warrant Notify 2018-01-05T16:36:00-07:00 A Warrant ha	01-05-2018 16:37
SC	TCN=<a href=/webfront/ProcessSCRequest.do?tcn=49292022>49292022</a> ,Result=NON-IDENT, Name=	01-04-2018 10:35
SC	TCN=<a href=/webfront/ProcessSCRequest.do?tcn=49292030>49292030</a> ,Result=NON-IDENT, Name=	01-04-2018 10:33
LS	Update for TCN/OTN:                    Name (Last, First):	01-04-2018 10:25
LS	Update for TCN/OTN:                    Name (Last, First):	01-04-2018 10:24
SC	TCN=<a href=/webfront/ProcessSCRequest.do?tcn=49291990>49291990</a> ,Result=NON-IDENT, Name=	01-03-2018 12:42

# Failure to Validate

ORI:

UTBCI0000

Message Type:

\$P

Message:

01/07/2018 14:34  
\$.P. PURGE FOR FAILURE TO VALIDATE  
UT0300100

NCIC VALIDATION PURGE 20180107. THE FOLLOWING RECORD HAS BEEN PURGED BY THE FBI DUE TO YOUR FAILURE TO VALIDATE. YOU MAY REENTER IF YOU DETERMINE THE INFORMATION IS VALID, ACCURATE AND COMPLETE.

MKE/STOLEN GUN

ORI/UT0300100 SER/123456 MAK/SPRINGFIELD CAL/40 MOD/XD

TYP/PI DOT/20140811

OCA/14-12345678

VLD/20161115 NOA/N

MIS/BLK

NIC/G111111111 DTE/20140812 1218 EDT DLU/20180107 0004 EDT

# Inactive Status

\$.P.  
MD1012600

THE FOLLOWING RECORD WILL BE PLACED IN EXPIRED STATUS IN FIVE DAYS BY THE FBI COMPUTER BASED ON THE EXPIRATION DATE CONTAINED IN THE PROTECTION ORDER RECORD. UNLESS ACTION IS TAKEN TO INCREASE THE EXPIRATION DATE, MODIFICATION OR CLEARANCE OF THE RECORD WILL BE PROHIBITED AFTER THE FIFTH DAY.

MKE/PROTECTION ORDER  
ORI/MD1012600 NAM/SMITH, JOHN J SEX/M RAC/W POB/MD DOB/19701010  
HGT/510 WGT/175 EYE/BRO HAI/BRO FBI/416249J4 SKN/FAR SMT/SC L EAR  
FPC/121011CO141159TTCI13 MNU/AS-123456789 SOC/123456789  
OLN/N222333444 OLS/MD OLY/1995  
PNO/PO12345 BRD/Y ISD/20120728 EXP/20180728 CTI/MD056013J  
PPN/SMITH, JANE L PSX/F PPR/W PPB/19760107  
PCO/04 - THE SUBJECT IS REQUIRED TO STAY AWAY FROM THE RESIDENCE,  
PCO/PROPERTY, SCHOOL OR PLACE OF EMPLOYMENT.  
PCO/OFF THE PROTECTED PERSON OR OTHER FAMILY OR HOUSEHOLD MEMBER  
OCA/14-017289  
MIS/100 FEET OFF 110 MANOR DRIVE EXCEPT WHEN PICKING UP CHILDREN FOR  
MIS/VISITATION, SUBJECT IS PROHIBITED FROM POSSESSING A HUNTING KNIFE  
LIC/ABC123 LIS/MD LIY/2000 LIT/PC  
VIN/2G2PM37A2G2208042 VYR/1992  
VMA/DODG VMO/INT VST/4T VCO/BLK





# Cancel

vs

# Clear

XPO

CPO

# When do I cancel a record?

- Cancelling should only occur if there is a serious error with the record or if the record should have never been listed
- NCIC Policy states, POF records that have been expunged or are determined to be erroneous should be canceled

# XPO - Cancel Protection Order

UCJIS Home XPO1 ✕

Cancel

### Protective Order Cancel

**Originating Agency Identifier**

ORI:\*  Message Key:\*

**Person Details of Existing Record**

Last Name:	<input type="text" value="ENTER LAST NAME"/>	First Name:	<input type="text" value="ENTER FIRST NAME"/>
Middle Name:	<input type="text" value="ENTER MIDDLE NAME"/>	NIC Number:	<input type="text" value="ENTER NIC #"/>
Originating Agency Case Number:	<input type="text" value="ENTER CASE NUMBER"/>	Protection Order Number:	<input type="text" value="ENTER PROTECTION ORDER"/>

**Recovery Details**

Date of Cancel:*	<input type="text" value="MMDDYYYY"/>	FTD:	<input type="text" value="ENTER FTD"/>
------------------	---------------------------------------	------	--

# When do I clear a record?

- Clearing the record will occur when a record has completed the hit confirmation process

# CPO - Clear Protection Order

UCJIS Home CPO1 ✖

Clear

### Protective Order Clear

**Originating Agency Identifier**

ORI: \*  Message Key: \*

**Person Details of Existing Record**

Last Name:  First Name:

Middle Name:  NIC Number:

Originating Agency Case Number:  Protection Order Number:

**Recovery Details**

Date of Clear: \*

Submit

# Clear vs. Cancel Example

- Yogi Bear assaults Bobo Bear. Bobo requests a protection order from the court. The court clerk accidentally reverses the offender and victim so the protection order is entered as Bobo Bear being the subject and individual with the protection order against him.
  - Would this be cleared or cancelled?

# Clear vs. Cancel Example

- This would be cancelled since it was not accurate and should not have been entered
  - If this is cleared, it actually goes into the historical files so if someone were to run an offline search or look at historical data (like a judge trying to decide on a future case), they will see that Bobo had a protective order wherein, he was actually the victim



# Hit Confirmation Process



# Positive Hit:

UCJIS Home QPO1 x

Query YOGI, BEAR x

ProtectionOrderDetail:  
RecordSummary:  
NIC: "H620175727"  
MKT: "TEMPORARY PROTECTION ORDER"  
DTE: "2014-06-23T07:59:00.000-06:00"  
VLN: "CBURNST"  
DLU: "2014-08-25T21:01:00.000-06:00"  
VLD: "2014-08-25"  
OriginatingOrganization:  
ORI: "UTBCI0000"  
Description: "ORI IS UT BU CRIM IDENT SALT LAKE 435 781-2209"  
Caveat:  
- "\*\*\*\*\*WARNING - THE FOLLOWING IS AN NCIC PROTECTION ORDER RECORD. DO NOT SEARCH,\  
 \ DETAIN, OR ARREST BASED SOLELY ON THIS RECORD. CONTACT ENTERING AGENCY TO CONFIRM\  
 \ STATUS AND TERMS OF PROTECTION ORDER\*\*\*\*\*"  
- "\*\*\* TEST\*\* THIS RESPONSE IS FROM THE NCIC TEST SYSTEM."  
ProtectionOrder:  
PNO: "3267"  
ISD: "2013-06-03"  
EXP: "NONEXP"  
NOA: false  
MIS: "THIS JAIL RELEASE AGREEMENT ONLY VALID UNTIL NAMED SUBJECT APPEARS BEFORE\  
 \ JUDGE"  
Condition:  
PCO: "01"  
PCO-Text: "THE SUBJECT IS RESTRAINED FROM ASSAULTING, THREATENING, ABUSING,\  
 \ HARASSING, FOLLOWING, INTERFERING, OR STALKING THE PROTECTED PERSON AND/OR\  
 \ THE CHILD OF THE PROTECTED PERSON."  
Person:  
NAM:

# Hit Confirmations

- NCIC procedure demands the agency which placed the record in NCIC be contacted by the inquiring agency to confirm that data is accurate and up to date prior to taking official action
- An NCIC HIT alone does not establish positive identification

# Confirming a Hit

- Ensure subject inquired upon is identical to the person or property identified in the record;
- Ensure warrant, missing person report, protection order, or theft report is still outstanding
- It is one fact that must be added to others to provide legal grounds or probable cause to arrest

# Hit Confirmation Priorities

- Priority 1: Urgent
  - You have no other reason to detain the subject
    - i.e., minor traffic stop
  - Must confirm in 10 minutes
- Priority 2: Routine
  - You have person or object in custody, and have more time to work with
    - Booking person for DUI

# Responding to Hit Confirmation

- Upon receipt of a hit confirmation request, the ORI of the record must furnish a substantive response within the designated time frame
  - i.e., a positive or negative confirmation or notice of the specific amount of time necessary to confirm or reject

# Responding to Hit Confirmation

- Use Nlets
- Even if initial confirmation is handled via telephone, Nlets should be used for documentation
- Nlets has an inquiry (YQ) and a response (YR) format for hit confirmation



# Auditing

# Compliance Issues

- \$.P. for failure to validate
- An NCIC entry that shouldn't be listed any longer is still listed under your agency ORI
- Protective Order is missing information your agency has access to



# Compliance Issues

- Inaccurate information listed on the Protective Order
  - Wrong PO number, case number, etc
- Untimely entry
  - Protective Order isn't entered within 3 days of issuance
- Always ensure you do not have the same PO entered twice

# Common Errors

- Correct information is not being used to match the record up
  - Full name not used in the modify transaction
  - Incorrect PNO is being used

**\*\* Make sure you are using the information that is listed on the PO that is listed on NCIC**

# Common Errors

- The correct transaction isn't being used
  - If information needs to be modified on the entry, ensure you use the correct transaction to update the entry

# Resources:

- NCIC Operating Manual- Protection Order
- NCIC Code Manual

# Resources:

- Field Service Representative
- Help Desk

**\*\*\*Please reach out to BCI with any issue and not the AOC as these deal with NCIC and not the court system**



Questions?