ORI VALIDATION 2025

The ORI Validation form is used to update agency contact information. Please submit this form to your BCI Field Services Representative via email by June 30, 2025. When the agency has changes to contact information, please submit a new form.

Agency ORI:	
Agency Name:	
Address:	
Mailing Address (If Different):	
Phone Number:	Fax Number:
General Email Address for the Agency:	

Title and Name of ORI Administrator:	
Phone & Email Address of Admin:	

Name of TAC:	
Phone & Email Address of TAC:	
Name of Alt TAC #1:	
Phone & Email Address of Alt TAC:	
Name of Alt TAC #2:	
Phone & Email Address of Alt TAC:	

If you have more Alt TACs, please supply name(s), phone number and email address on separate page.

Name of IT Security Officer (LASO):	
Phone & Email Address:	
Live Scan IP address (if applicable):	
If Live Scan, mark box for which type:	Criminal ☐ Applicant ☐ Both ☐
Name of Crime Statistics POC:	
Phone & Email Address:	
Name of Vendor (if applicable):	

Is this ORI a 24 hour agency? ☐ YES ☐ NO	A 24 hour agency is available 24 hours a day to handle NCIC Hit Confirmations. Per the NCIC OPERATING MANUAL, INTRODUCTION SECTION: To facilitate compliance with hit confirmation requirements, the originating agency must be available 24 hours a day to confirm its record entries.

If this ORI has entries in NCIC and is not a 24 hour agency, please enter the **ORI and NAME** of the agency that provides this service for your agency:

Confirmed ORI Information:

	No Access	Yes, no changes	BCI - Please change the following:
Reviewed in Q0 in NCIC	☐	☐	
Reviewed in TQ in NLETS	☐	☐	

	UCH	MVD	SWW Entry	DLD	SWW Inq	III	NLETS	NCIC Inq	NCIC Ent
Please check the files this ORI accesses:	☐	☐	☐	☐	☐	☐	☐	☐	☐

Is this ORI a UT Right of Access (ROA) agency? ☐ YES ☐ NO	BCI UCH Manual, Utah Right of Access agency definition: private citizens who wish to review their own Utah criminal history may do so by contacting either BCI or a participating local criminal justice agency. To be a ROA agency, the agency must have an approved contract on file with BCI, use the purpose code 'P', and obtain and keep on file a signed waiver from the private citizen.

Form filled out by _____   Date _____