



May 29, 2007

**National Crime Information Center (NCIC)
TECHNICAL AND OPERATIONAL UPDATE (TOU) 07-1**

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SECTION 1 -- MESSAGE TO CJIS SYSTEMS OFFICERS

Section 2.1 of this TOU provides changes to the CGD Field in the Boat File.

Section 2.2 of the TOU supplies information for inclusion in the DLO Field.

Section 2.3 contains information on the expansion of the NCIC Number Check Digit Algorithm in the NCIC Protection Order File.

Section 2.4 provides information on the discontinuation of the Fingerprint Matching Subsystem.

Section 3 furnishes updates to the *NCIC 2000 Code Manual* (December 2000).

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Users are reminded that any questions concerning the *NCIC 2000 Operating Manual*, *NCIC 2000 Code Manual*, or the distribution of TOUs should be directed to the Crime Statistics Management Unit at (304) 625-4995.

TOUs are also available via the Internet on the Law Enforcement Online (LEO) at www.leo.gov/lesig/cjis/cjis_pub/programs/ncictous.html. Users with questions concerning access to the LEO should contact the LEO Program Office at (202) 324-8833.

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SECTION 2 -- SYSTEM CHANGES

**2.1 CHANGES TO THE COAST GUARD DOCUMENT NUMBER (CGD) FIELD
IN THE BOAT FILE**

AFFECTED BY CHANGE:

**Introduction
Boat File**

EFFECTIVE DATE:

April 1, 2007

Background

In June 2000, the CJIS APB recommended changes to the Boat File to permit the CGD Field to be the only numeric identifier (NCIC Enhancement Number D and E). The FBI's CJIS Division recently discovered that these changes were only partially implemented in July 2000 and were not accurately documented in a TOU. The CJIS Division is making the NCIC System changes to complete the implementation of these enhancements. These enhancements do not require programming by the CJIS Systems Agencies. Therefore, the CJIS Division will make the changes as soon as practical.

System Change

1. Change the retention period to allow a record with Boat Hull Serial Number (BHN), Owner-Applied Number (OAN), or CGD Fields to remain in the file for the balance of the year of entry plus four years.
2. Addition of the CGD Field as one of the conditional fields for entry of a boat record.

NCIC 2000 Operating Manual Changes

Additions to the *NCIC 2000 Operating Manual* (December 1999) are indicated by **highlighting**, and deletions are indicated by ~~strikeout~~.

INTRODUCTION

SECTION 2.9 -- ADMINISTRATIVE MESSAGES

\$.P. Purge Notification

A purge notification will be sent to the ORI of record when a record has been retired as a result of one of the following conditions:

- 1) A felony vehicle record on file for 90 days.
- 2) A vehicle record on file for 90 days that does not contain either a VIN or OAN.
- 3) A boat record on file for 90 days that does not contain a BHN, CGD, or OAN.
- 43) A person record that contains only one numeric identifier and the numeric identifier expires.
- 54) A temporary felon record on file for 48 hours.
- 65) A wanted person or wanted juvenile record in a locate status for five days later than the date in the DOR Field.
- 76) An article, boat, gun, securities, and vehicle record that has been in a locate status for ten days later than the date in the DOR Field.
- 87) A sexual offender record in expired status for five years or in cleared status for ten years.
- 98) A gang/terrorist member record has reached the date in the DOP Field.
- 109) A detained wanted person record has reached the date in the DSE Field.
- 1140) An article record has passed its retention period and TYP is equal to IBADGE or ICREDEN.
- 1244) An identity theft record has reached the date in the DOP Field.

(Each chapter contains a section on automatic retirement).

The following is an example of a \$.P. administrative message:

\$.P.
MD1012600

THE FOLLOWING RECORD HAS BEEN PURGED BY THE FBI COMPUTER DUE TO
EXPIRATION OF THE RETENTION PERIOD.

MD1012600
MKE/STOLEN BOAT
ORI/MD1012600 REG/DC1234ZZ RES/DC REY/1996 HUL/WD BYR/1995 PRO/OB
BMA/LBC BTY/RUN BLE/17 BCO/RED DOT/19970820 OCA/3245353
NIC/B528475481 DTE/19970822 1230 EST

SECTION 2 -- SYSTEM CHANGES

For Protection Order File records, the ORI of record will receive a \$.P. message 5 days before the record is to expire. This unsolicited message alerts the agency that if the court changed the Protection Order's expiration date (EXP), the record should be modified.

The following is an example of the message:

\$.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 CANCELLATION OF THE RECORD WILL BE PROHIBITED AFTER THE FIFTH DAY.

ORI/MD1012600 NAM/SMITH, JOHN J SEX/M RAC/W 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/SUBJECT IS RESTRAINED FROM ABUSING, HARASSING, OR STALKING THE
PROTECTED PERSON
OCA/611112131
NIC/H146203706 DTE/19960120 0100 EST

If no action is taken by the entering agency to modify the EXP, the record will expire after the 5th day. Inactive records (expired and cleared) will be maintained on-line for the remainder of the year plus 5 years. At the end of that time, NCIC will not notify the ORI of record. Records that are in an expired or cleared status cannot be modified.

For Convicted Sexual Offender Registry File records, the ORI of record will receive a \$.P. message when the current date is the same as the date in the ERD Field.

An example of the message follows:

\$.P.

MD1012600

THE FOLLOWING RECORD HAS BEEN PLACED IN EXPIRED STATUS BY THE FBI NCIC BASED ON THE RETENTION PERIOD OF THE CONVICTED SEXUAL OFFENDER RECORD.

ORI/MD1012600 NAM/DOE, JOHN SEX/M RAC/W POB/MD DOB/19530531
HGT/601 WGT/209 EYE/BLU HAI/BRO FBI/1234567 SKN/ALB
SMT/SC R HND
FPC/121011C01159TTCI13TT MNU/AS-123456789 SOC/1234556789
ORD/19960923 ERD/19990101SXP/N CRR/4007
CON/19960510 PLC/MD AOV/12 SOV/F DNA/Y

SECTION 2 -- SYSTEM CHANGES

OCA/923112665
NIC/X146203706 DTE/19960930 1030 EDT

Expired records will be maintained on-line for the remainder of the year plus 10 years. Inactive, cleared records will be maintained on-line for the remainder of the year plus 5 years. At the end of that time, NCIC will notify the ORI of record. This time, the unsolicited \$.P. message will advise the agency that the record is being purged because it has reached the end of the retention period. Records that are in an expired/inactive status cannot be modified.

For VGTOF Group Member records, the ORI of record will receive a \$.P. message when a Reference Group Member is purged because the Reference Group no longer exists (the Reference Group was canceled by the owning ORI).

The following is an example of the message:

\$.P.
MD1230000

THE FOLLOWING GANG MEMBER RECORD HAS BEEN PURGED BY THE FBI COMPUTER
BECAUSE AN ASSOCIATED GANG REFERENCE RECORD IS NOT ON FILE.

ORI/MD1230000 NAM/DOE, SAM SEX/M RAC/W POB/MD DOB/19730531
HGT/601 WGT/209 EYE/BLU HAI/BR FBI/1234567 SKN/DRK SMT/SC R HND
FPC/121011C01159TTTCI13TT MNU/MD-123456789 SOC/123456789
GNG/CRIPS*BTMD SGP/ROARING50S*BTMD ECR/A DOP/20010115 OCA/3245323
NIC/T146203706 DTE/19980116 1245 EST

The \$.P. message is sent to the NICB when a vehicle, part, or boat record has been purged. The records that are subject to \$.P. messages are vehicle records without a VIN or OCA; felony vehicle records on file for 90 days; boat records without a BHN, CGD, or OAN; located records in suppressed status; or vehicle/part/boat records purged because they were not validated.

The following is an example of the message:

\$.P.
NICB NOTIFICATION AT 1600 EST 19990830
THE FOLLOWING RECORD HAS BEEN PURGED BY THE FBI COMPUTER DUE TO
EXPIRATION OF THE RETENTION PERIOD.
NIC/B528475481 OCA/3425233

For a Supervised Release File record, the ORI of record will receive a \$.P. message 30 days prior to the date in the DPE Field.

SECTION 2 -- SYSTEM CHANGES

An example of the message follows:

\$.P.
VA013123G

THE FOLLOWING RECORD WILL BE PLACED IN EXPIRED STATUS IN THIRTY DAYS BY THE FBI COMPUTER BASED ON THE EXPIRATION DATE CONTAINED IN THE SUPERVISED RELEASE RECORD. UNLESS ACTION IS TAKEN TO INCREASE THE EXPIRATION DATE, MODIFICATION OR CANCELLATION OF THE RECORD WILL BE PROHIBITED AFTER THE THIRTIETH DAY.

ORI/VA013123G NAM/SMITH, JOHN J SEX/M RAC/W POB/TX DOB/19520521
HGT/510 WGT/175 EYE/BRO HAI/BRO FBI/123456A SKN/DRK
SMT/SC R HD
FPC/121011CO141159TTCI13 MNU/AS-123456789 SOC/123456789
OLN/98765432 OLS/MD OLY/2000
OOC/ROBBERY OCA/611112131
VLD/20000521
MIS/SUBJECT ON PAROLE MAY NOT LEAVE THE AREA PROHIBITED TO
MIS/FREQUENT BARS
LIC/ABC123 LIS/VA LIY/1999 LIT/PC
VIN/2F37Z7P051519 VYR/1977
VMA/PONT VMO/LEM VST/2D VCO/WHI
DPE/20101009 SCI/VA12346J LOC/ANY COUNTY VA PAROLE OFFICE
DSS/20050509 SON/FITZPATRICK, JOHN SOT/703 555-3013 ARI/VA1012600 INC/VA STATE
PENITENTIARY DOA/19900615
ORI IS ANY CITY PAROLE OFFICE VA 703 555-1234
IMN/I435461801 IMT/M
NIC/C146203706 DTE/19991020 0001 EST

BOAT FILE**SECTION 1.4 -- RECORD RETENTION PERIOD**

1. If a record remains on file 90 days and it does not contain a BHN, CGD, or OAN, the record is retired.
2. Stolen boat records which contain a BHN, CGD, or an OAN are retained in file for the balance of the year entered plus 4 years. Following this retention period, the records in the Boat File are retired.

SECTION 2.2 -- MESSAGE FIELD CODES FOR ENTRY

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	2-4	ALPHABETIC, SPECIAL CHARACTERS
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
REGISTRATION NUMBER	CONDITIONAL SET	REG	1-8	ALPHABETIC, NUMERIC
REGISTRATION STATE	SET	RES	2-2	CODE AS DEFINED IN NCIC 2000 CODE MANUAL
REGISTRATION YEAR OF EXPIRATION	SET	REY	2-2 4-4	ALPHABETIC, NUMERIC
OUTER HULL MATERIAL	OPTIONAL	HUL	2-2	CODE AS DEFINED IN NCIC 2000 CODE MANUAL
BOAT HULL SERIAL NUMBER	CONDITIONAL	BHN	1-20	ALPHABETIC, NUMERIC
PROPULSION	OPTIONAL	PRO	2-2	CODE AS DEFINED IN NCIC 2000 CODE MANUAL
BOAT MODEL YEAR	MANDATORY	BYR	4-4	NUMERIC
BOAT MAKE	MANDATORY	BMA	3-4 3-24*	CODE AS DEFINED IN NCIC 2000 CODE MANUAL
BOAT TYPE	OPTIONAL	BTY	3-3	CODE AS DEFINED IN NCIC 2000 CODE MANUAL

SECTION 2 -- SYSTEM CHANGES

OVERALL BOAT LENGTH	OPTIONAL	BLE	2-2	NUMERIC
BOAT COLOR	OPTIONAL	BCO	3-3 7-7	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
DATE OF THEFT	MANDATORY	DOT	8-8	NUMERIC
ORIGINATING AGENCY CASE NUMBER	MANDATORY	OCA	1-9 1-20*	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
LINKAGE AGENCY IDENTIFIER	OPTIONAL	LKI*	9-9	ALPHABETIC, NUMERIC
LINKAGE CASE NUMBER	OPTIONAL	LKA*	1-20	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MISCELLANEOUS	OPTIONAL	MIS	1-42 1-200*	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
NOTIFY ORIGINATING AGENCY	OPTIONAL	NOA*	1-1	ALPHABETIC
OWNER-APPLIED NUMBER	CONDITIONAL	OAN	1-20	ALPHABETIC, NUMERIC
**			0	
COAST GUARD DOCUMENT NUMBER	OPTIONAL CONDITIONAL	CGD*	1-8	ALPHABETIC, NUMERIC
HOME PORT	OPTIONAL	HPT*	1-20	ALPHABETIC, NUMERIC
HULL SHAPE	OPTIONAL	HSP*	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
MODEL NAME	OPTIONAL	BMO*	1-20	ALPHABETIC, NUMERIC
BOAT NAME	OPTIONAL	BNM*	1-20	ALPHABETIC, NUMERIC
IMAGE NCIC NUMBER	OPTIONAL SET	IMN*	10-10	ALPHABETIC, NUMERIC
IMAGE TYPE	SET	IMT*	1-1	ALPHABETIC

*NCIC 2000 format only

**Field must not contain data but must be included in record format.

SECTION 2.5 -- MESSAGE FIELD CODE EDITS FOR ENTRY

16. REGISTRATION NUMBER (REG)

2. Document Number for Commercial Vessels

~~A document number should be entered in the REG Field when the document number is the only numeric identifier; otherwise, it should be entered into the CGD field.~~ For NCIC 2000-formatted messages, the CGD can be entered in the EB message. For NCIC-formatted messages, the CGD is entered in the enter boat supplemental (EBS) message. When "US" is entered in the RES Field, the registration number must be a "DO" followed by six numeric characters or "D" followed by seven numeric characters. Note that the actual field length is eight characters to accommodate the U.S. Coast Guard's future need to expand the document number.

2.2 INFORMATION FOR INCLUSION IN THE DNA LOCATION (DLO) FIELD

AFFECTED BY CHANGE:

**Convicted Sexual Offender
Registry File
Missing Person File
Protection Order File
Supervised Release File
Unidentified Person File
Violent Gang and Terrorist
Organization File
Wanted Person File**

EFFECTIVE DATE:

Immediately

Background

This TOU provides guidance on the information appropriate for inclusion in the DLO Field.

NCIC 2000 Operating Manual Change

Additions to the *NCIC 2000 Operating Manual* (December 1999) are indicated by **highlighting**, and deletions are indicated by ~~strikeout~~.

CONVICTED SEXUAL OFFENDER REGISTRY FILE

SECTION 1.6 -- MESSAGE FIELD CODES AND EDITS

Code	Field	Edits
DLO	DNA Location	A free text field containing alphabets, numerics, and special characters explaining the location of the DNA sample, contact information, ORI, type of DNA sample available, and the CODIS number. If the DNA field is N or defaulted to N, then the DLO must be blank.
DNA	DNA Profile Indicator	Must be either a Y or N. N is the default value. If Y is entered, then the DLO Field must contain data information regarding the location of the DNA sample, contact information, ORI, type of DNA sample available, and the CODIS number.
MIS	Miscellaneous	May include alphabets, numerics, and special characters. The letters SVIN must be entered in the first four characters in the MIS Field if the VIN is a state-assigned or nonconforming 17-character VIN. MIS Field cannot be blank if DNA Field is Y.

SECTION 2.5 -- MESSAGE FIELD CODE EDITS FOR ENTRY

6. DNA PROFILE INDICATOR (DNA) and DNA LOCATION (DLO)

The DNA Field has a default value of N, meaning no DNA data is available. When the user sets the DNA Field to Y, indicating DNA data are available, then specific information regarding location of the DNA sample, ~~contact information, ORI information, type of DNA sample, and the CODIS number~~ must be entered in the DLO Field. The DLO Field can include contact information, type of DNA sample, and other information deemed appropriate by the agency. If the DNA Field is set to Y and the DLO is blank, then the record will be rejected.

7. MISCELLANEOUS (MIS) DATA

Aliases, vehicular data, dates of birth, Social Security numbers, and operator's license numbers should not be entered in the MIS Field. All additional searchable data should be entered in a supplemental record (MKE/EXSN), as illustrated and explained in Section 8 of this chapter, as this procedure increases the chance of a hit on this record.

Nicknames (monikers) are to be entered in the MIS Field, not in the Alias (AKA) Field of the Convicted Sexual Offender Registry File record. Information in the MIS Field is not searchable. ~~If the DNA Field contains Y, then information must be contained in the MIS Field regarding obtaining these data.~~

MISSING PERSON FILE, Section 1.9
PROTECTION ORDER FILE, Section 1.7
UNIDENTIFIED PERSON FILE, Section 1.5
WANTED PERSON FILE, Section 1.8

MESSAGE FIELD CODES AND EDITS

Code	Field	Edits
DLO	DNA Location	A free text field containing alphabetic, numerics, and special characters explaining the location of the DNA sample, contact information, ORI, type of DNA sample available, and the CODIS number. If the DNA field is N or defaulted to N, then the DLO must be blank.
DNA	DNA Profile Indicator	Must be either a Y or N. N is the default value. If Y is entered, then the DLO Field must contain data information regarding the location of the DNA sample, contact information, ORI, type of DNA sample available, and the CODIS number.

VIOLENT GANG AND TERRORIST ORGANIZATION FILE, Section 9.7

GMC MESSAGE FIELD CODES AND EDITS

Code	Field	Edits
DLO	DNA Location	A free text field containing alphabetic, numerics, and special characters explaining the location of the DNA sample, contact information, ORI, type of DNA sample available, and the CODIS number. If the DNA field is N or defaulted to N, then the DLO must be blank.
DNA	DNA Profile Indicator	Must be either a Y or N. N is the default value. If Y is entered, then the DLO Field must contain data information regarding the location of the DNA sample, contact information, ORI, type of DNA sample available, and the CODIS number.

MISSING PERSON FILE, Section 2.7, Paragraph 5
UNIDENTIFIED PERSON FILE, Section 2.7, Paragraph 3

NCIC 2000 MESSAGE FIELD CODE EDITS FOR ENTRY

DNA PROFILE INDICATOR (DNA) and DNA LOCATION (DLO)

The DNA Field has a default value of N, meaning no DNA data is available. When the user sets the DNA Field to Y, indicating DNA data are available, then specific information regarding location of the DNA sample, ~~contact information, ORI information, type of DNA sample, and the CODIS number~~ must be entered in the DLO Field. The DLO Field can include contact information, type of DNA sample, and other information deemed appropriate by the agency. If the DNA Field is set to Y and the DLO is blank, then the record will be rejected.

PROTECTION ORDER FILE, Section 2.6, Paragraph 3

NCIC 2000 MESSAGE FIELD CODES AND EDITS FOR ENTRY

DNA PROFILE INDICATOR (DNA) and DNA LOCATION (DLO)

The DNA Field has a default value of N, meaning no DNA data is available. When the user sets the DNA Field to Y, indicating DNA data are available, then specific information regarding location of the DNA sample, ~~contact information, ORI information, type of DNA sample, and the CODIS number~~ must be entered in the DLO Field. The DLO Field can include contact information, type of DNA sample, and other information deemed appropriate by the agency. If the DNA Field is set to Y and the DLO is blank, then the record will be rejected.

SUPERVISED RELEASE FILE, Section 2.5, Paragraph 7

MESSAGE FIELD CODE EDITS FOR ENTRY

DNA PROFILE INDICATOR (DNA) and DNA LOCATION (DLO)

The DNA Field has a default value of N, meaning no DNA data ~~are~~ is available. When the user sets the DNA Field to Y, indicating DNA data are available, then specific information regarding location of the DNA sample, ~~contact information, ORI information, and type of DNA sample~~ must be entered in the DLO Field. The DLO Field can include contact information, type of DNA sample, and other information deemed appropriate by the agency. If the DNA Field is set to Y and the DLO is blank, then the record will be rejected.

**VIOLENT GANG AND TERRORIST ORGANIZATION FILE, Section 10.6,
Paragraph 2**

NCIC 2000 MESSAGE FIELD CODES FOR GMC ENTRY

DNA PROFILE INDICATOR (DNA) and DNA LOCATION (DLO)

The DNA Field has a default value of N, meaning no DNA data is available. When the user sets the DNA Field to Y, indicating DNA data are available, then specific information regarding location of the DNA sample, ~~contact information, ORI information, type of DNA sample, and the CODIS number~~ must be entered in the DLO Field. The DLO Field can include contact information, type of DNA sample, and other information deemed appropriate by the agency. If the DNA Field is set to Y and the DLO is blank, then the record will be rejected.

WANTED PERSON FILE, Section 2.7, Paragraph 7

MESSAGE FIELD CODE EDITS FOR ENTRY

DNA PROFILE INDICATOR (DNA) and DNA LOCATION (DLO)

The DNA Field has a default value of N, meaning no DNA data ~~are~~ is available. When the user sets the DNA Field to Y, indicating DNA data are available, then specific information regarding location of the DNA sample, ~~contact information, ORI information, type of DNA sample, and the CODIS number~~ must be entered in the DLO Field. The DLO Field can include contact information, type of DNA sample, and other information deemed appropriate by the agency. If the DNA Field is set to Y and the DLO is blank, then the record will be rejected.

2.3 EXPANSION OF THE NCIC NUMBER CHECK DIGIT ALGORITHM IN THE NCIC PROTECTION ORDER FILE

AFFECTED BY CHANGE:

Introduction

EFFECTIVE DATE:

June 3, 2007

System Change

Due to the rollover of the NCIC System-assigned numbers (NICs), the NIC check digit algorithm is being expanded in the Protection Order File.

NCIC 2000 Operating Manual Changes

Additions to the *NCIC 2000 Operating Manual* (December 1999) are indicated by **highlighting**, and deletions are indicated by ~~strikeout~~.

INTRODUCTION

SECTION 3.14 -- NCIC NUMBERS (NIC NUMBERS)

1. Each record entry message that is accepted for storage in the NCIC System is assigned a unique **NCIC Number (NIC)** for record identification purposes. The NIC has 10 characters consisting of an alphabetic character which identifies the NCIC file in which the record is indexed, a 7-character unique number, and 2 check digits.
2. The 2 check digits are used to validate NICs when they are used in inquiry messages and when they are used to identify records in modify, locate, cancel, and clear transactions.
3. **NIC Check Digit Algorithm**

When a NIC is used as an identifier in a cancel, clear, inquiry, locate, or modify message, the NCIC verifies the validity of the number using the 2 check digits, i.e., the last 2 characters of the number. The following is the algorithm used for the process:

The digits of the sequential number (positions 2 through 8 of the number) are multiplied by a value, as follows:

	Multiplication Factor
Position 2	8
Position 3	7
Position 4	6
Position 5	5
Position 6	4
Position 7	3
Position 8	2

The products of these are totaled and a value, as indicated below, is added for the alphabetic file indicator. This total comprises the check digits. If the total is greater than 99, the high order digit is dropped.

SECTION 2 -- SYSTEM CHANGES

File Indicator	File Indicator Value	Data Type
A	5	Article records entered on/between 1/27/67 and 5/5/86
	9	Article records entered on/between 5/5/86 and 4/21/98
	10	Article records entered on/between 4/21/98 and 7/11/1999
	11	Article records entered on/after 7/11/1999
B	4	Boat records entered on/between 1/27/67 and 8/6/79
	8	Boat records entered on/between 8/6/79 and 8/8/88
	12	Boat records entered on/between 8/8/88 and 4/20/95
	13	Boat records entered on/between 4/20/95 and 7/11/1999
	14	Boat records entered on/after 7/11/1999
C	1	Supervised Release records
G	2	Gun records entered on/prior to 7/11/1999
	3	Gun records entered on/after 7/11/1999
H	1	Protection Order records entered on/prior to 7/11/1999
	2	Protection Order records entered on/after between 7/11/1999 and 6/3/2007
	3	Protection Order records entered on/after 6/3/2007
I	1	Image records
J	1	Identity Theft records
M	7	Missing Person records entered on/prior to 2/13/97
	8	Missing Person records entered on/between 2/13/97 and 7/11/1999
	9	Missing Person records entered on/after 7/11/1999
N	1	Immigration Violator records entered on/prior to 5/8/97
	2	Immigration Violator records entered on/between 5/8/97 and 7/11/1999
	3	Immigration Violator records entered on/after 7/11/1999
P	3	License Plate records entered on/before 2/23/96
	4	License Plate records entered on/between 2/23/1996 and 7/11/1999
	5	License Plate records entered on/after 7/11/1999
R	11	CPIC Data records entered on/prior to 7/11/1999
	12	CPIC Data records entered on/after 7/11/1999
S	6	Securities records entered on/prior to 7/11/1999
	7	Securities records entered on/after 7/11/1999
T	1	Group/Terrorist Member records entered on/prior to 5/8/97
	2	Group/Terrorist Member records entered on/between 5/8/97 and 7/11/1999
	3	Group/Terrorist Member records entered on/after 7/11/1999
U	7	Unidentified Person records entered on/prior to 2/13/97
	8	Unidentified Person records entered on/between 2/13/97 and 7/11/1999

SECTION 2 -- SYSTEM CHANGES

	9	Unidentified Person records entered on/after 7/11/1999
V	4	Vehicle and Vehicle/Boat Part records entered on/between 1/27/67 and 8/6/79
	8	Vehicle and Vehicle/Boat Part records entered on/between 8/6/79 and 8/8/88
	12	Vehicle and Vehicle/Boat Part records entered on/between 8/8/88 and 4/20/95
	13	Vehicle and Vehicle/Boat Part records entered on/between 4/11/95 and 7/11/1999
	14	Vehicle and Vehicle/Boat Part records entered on/between 7/11/1999 and (unscheduled date) 11/5/2006
	15	Vehicle and Vehicle/Boat Part records entered after (unscheduled date) 11/5/2006
W	1	Wanted Person records entered on/prior to 5/8/97
	2	Wanted Person records entered on/between 5/8/97 and 7/11/1999
	3	Wanted Person records entered on/between 7/11/1999 and 2/05/2006
	4	Wanted Person records entered on/after 2/05/2006
X	1	Convicted Sexual Offender Registry records
Z	10	Reference Group records entered on/prior to 7/11/1999
	11	Reference Group Records entered on/after 7/11/1999

For example, if the NIC used in a transaction is V1248629467, the check digits are verified as follows:

Sequential Number	Multiplication Factor	Product
1	x 8	= 8
2	x 7	= 14
4	x 6	= 24
8	x 5	= 40
6	x 4	= 24
2	x 3	= 6
9	x 2	= 18

Total 134

Value of V = 13

Total 147

The high order digit (1) is dropped, and the remainder (47) is the check digit's value.

2.4 DISCONTINUATION OF THE FINGERPRINT MATCHING SUBSYSTEM

AFFECTED BY CHANGE:

**Introduction
Identity Theft File
Image File
Missing Person File
Wanted Person File**

EFFECTIVE DATE:

July 4, 2004

Background

In a letter dated June 16, 2004, the FBI's CJIS Division advised that the NCIC Fingerprint Matching Subsystem (FMS) would be discontinued on July 4, 2004, and that an alternative solution was being explored. This TOU documents the manual changes associated with the discontinuance of the FMS.

System Change

The FMS was discontinued July 4, 2004.

NCIC 2000 Operating Manual Change

Additions to the *NCIC 2000 Operating Manual* (December 1999) are indicated by **highlighting**, and deletions are indicated by ~~strikeout~~.

INTRODUCTION

SECTION 2.8 -- ERROR MESSAGES

4. Following each error message is a brief explanation of the error(s) causing the message to be transmitted. A review of the edits, examples, and formats for the particular file involved in the transaction may aid in identifying the reason for an error message. The following list of error messages is in alphabetical order to assist with finding a particular error message.

~~REJECT -- DUPLICATE FINGERPRINT IMAGE DATA~~

~~Transaction attempts to enter a fingerprint image or link a fingerprint image to a record when one already exists for that record.~~

~~REJECT -- INVALID FINGERPRINT CANCEL IMN/<IMN>~~

~~Transaction attempts to cancel an image which is linked to more than one record.~~

~~REJECT - INVALID IMAGE PLACEMENT IN MESSAGE~~

~~Transaction involving the entry of an image does not have the image data as the last item of the transaction Image (IMG) or Fingerprint Image Compressed (FIM) Fields.~~

~~REJECT -- MODIFY FINGERPRINT ERROR -- REPLACEMENT FINGERPRINT DOES NOT MATCH FINGERPRINT IDENTIFIED BY IMN/<IMN>~~

~~Transaction attempts to modify a fingerprint image with an image that does not match the stored fingerprint image or is a duplicate of the stored image.~~

~~REJECT -- REPLACEMENT FINGERPRINT IMN/<IMN> MATCHES FINGERPRINT IMAGE IDENTIFIED BY IMN/<IMN>~~

~~The Fingerprint Matching System (FMS) indicates a duplicate image.~~

SECTION 2.9 -- ADMINISTRATIVE MESSAGES

OTHER ADMINISTRATIVE MESSAGES

~~\$.10. Administrative Message~~

~~A \$.10. administrative message is transmitted in the following format:~~

~~\$.10.~~

~~NCIC 2000 FINGERPRINT MATCHER OUT OF SERVICE
WATCH FOR IN SERVICE MESSAGE~~

~~This message is transmitted when NCIC 2000 Fingerprint Matching Subsystem is out of service.~~

~~\$.11. Administrative Message~~

~~The following is an example of a \$.11. administrative message:~~

~~\$.11.~~

~~NCIC 2000 FINGERPRINT MATCHING IN FULL SERVICE
0100 EST 19991001~~

~~This message is transmitted when NCIC 2000 Fingerprint Matching Subsystem has been out of service and is returning to full service.~~

~~\$.I. Image Ownership Notification~~

~~A \$.I. administrative message is sent to the ORI to which ownership of an image is transferred following an NCIC 2000 clear or cancel transaction when a fingerprint linked to the cleared or canceled record is also linked to other records.~~

~~The following is an example of a \$.I. administrative message.~~

~~\$.I.~~

~~CA1012300
THE FOLLOWING IMAGE IS NO LONGER ASSOCIATED WITH ITS ORIGINAL
OWNER: MD1012600
OWNERSHIP OF THE IMAGE LINKED TO NIC/W123456789
HAS BEEN TRANSFERRED TO YOUR ORI.
IMN/I123456789 IMT/F~~

\$.S. Statistics Mode Notification

A \$.S. is transmitted when the NCIC 2000 System enters the statistics mode.

\$.S.

STATISTICS MODE NOTICE
ALL REMOVALS OF NCIC RECORDS
MUST CONTAIN REASON FOR RECORD REMOVAL AND
APPROPRIATE BENEFITS DATA FOR PERIOD
0600 EST 19991101 TO 0600 EST 19991102

~~This message is transmitted when NCIC 2000 Fingerprint Matching Subsystem is out of service.~~

SECTION 3.6 -- HEADERS

3. Header Prefixes:

5. 1B01 -- Is used when NCIC 2000 image transactions are performed, i.e., the following MKEs: Enter Image (EIM), or Modify Image (MII), Fingerprint Cold Search (QIC), and Fingerprint Verification (QIS).

IDENTITY THEFT FILE

SECTION 2.5 -- MESSAGE FIELD CODE EDITS FOR ENTRY

1. PERSONAL DESCRIPTORS

Entry instructions for name; sex; race; date of birth; height; weight; eye color; hair color; FBI number; skin tone; scars, marks, and tattoos; fingerprint classification; miscellaneous number; and Social Security number can be found in Personal Descriptors, *NCIC 2000 Code Manual*. Codes for entering the place of birth and citizenship can be found in State and Country Codes, *NCIC 2000 Code Manual*. It is recommended that the victim's fingerprints and photographs be included in the identity theft record to serve as an additional form of identification.

SECTION 5.1 -- EXAMPLE OF AN IDENTITY THEFT INQUIRY

The message key QID is used for Identity Theft File inquiries. It will restrict the search to only the identity theft records. A QW, QWA, QWE, QWF, QWS, or ZW inquiry also searches the Identity Theft File in addition to other identifiable persons files.

1N01HEADER.QID.WA1230000.NAM/SMITH, JOHN J.DOB/19511012

Negative Response:

1L01HEADER
WA1230000

NO NCIC IDENTITY THEFT RECORD DOB/19511012 NAM/SMITH, JOHN J

Positive Response:

1L01HEADER
WA1230000

WARNING - THE IDENTITY OF THE SUBJECT IDENTIFIED IN THIS RECORD HAS BEEN REPORTED STOLEN. ~~PLEASE~~ REVIEW THE VICTIM PROFILE AND USE CAUTION IN VERIFYING THE IDENTITY OF THIS PERSON. THE PASSWORD INCLUDED IN THIS RESPONSE HAS BEEN ASSIGNED TO THE IDENTITY THEFT VICTIM. VERIFY THAT THE SUBJECT OF INQUIRY CAN CONFIRM THE PASSWORD.

MKE/IDENTITY THEFT PERSON
ORI/MD1012600 NAM/SMITH, JOHN J SEX/M RAC/W POB/MD DOB/19511012
DOE/20040519 HGT/601 WGT/202 EYE/BRO HAI/BRO CTZ/US SKN/ALB
SMT/SC R HND
DOP/20100505 FPC/121011CO141159TTTCI13 MNU/AS-326141811 SOC/212665660
OCA/123456

MIS/IDENTITY HAS BEEN USED IN CREDIT CARD FRAUD
PWD/TOPGUN IDT/CFRD DOT/20041015
ORI IS ANY CITY PD 410 555-5555
NIC/J123456789 DTE/20050505 1400 EST
*****WARNING - STANDING ALONE, NCIC IDENTITY THEFT FILE INFORMATION
DOES NOT FURNISH GROUNDS FOR THE SEARCH AND SEIZURE OF ANY
INDIVIDUAL, VEHICLE, OR DWELLING.*****
IMMED CONFIRM IF THIS PERSON IS THE VICTIM OR PERPETRATOR

If a hit response includes a mugshot image information, the following caveat for images will be included after the initial warning caveat:

ATTENTION - THE FOLLOWING MUGSHOT/FINGERPRINT IS ASSOCIATED WITH A VICTIM OF AN IDENTITY THEFT RECORD. PLEASE BE AWARE THAT THE MUGSHOT/FINGERPRINT SPECIFIES THE VICTIM AND NOT THE OFFENDER.

SECTION 8.5 -- NUMBER OF ADDITIONAL IDENTIFIERS IN A SUPPLEMENTAL RECORD

The AKA Field and all other identifying data fields that may be included in a supplemental record with their field codes and the maximum number of aliases and/or other identifiers that may be added to an identity theft record are the following:

Field	Field Code	Maximum Number Permitted
Alias	AKA	99
Date of Birth	DOB	9
Scars, Marks, Tattoos, and Other Characteristics	SMT	9
Miscellaneous Identifying Number	MNU	9
Social Security Number	SOC	9
Caution and Medical Conditions	CMC	10
Image NCIC Number and Image Type (entered as a set)	IMN	13 12
Citizenship	CTZ	9

8.6 MAXIMUM NUMBER OF ADDITIONAL IDENTIFIERS IN A SUPPLEMENTAL ENTRY

- ~~3. Supplemental entry of an IMN/IMT set is used to link the base identity theft record with an existing image record in the NCIC database. An identity theft record may~~

~~be associated with a maximum of one each of the following image types: mugshot, right index fingerprint, and signature.~~

~~Up to ten images other than mugshot, fingerprint, and signature may also be associated with a single base identity theft record through a supplemental entry for a maximum of 13 images.~~

**SECTION 8.13 -- ADDITIONAL GUIDELINES FOR SUPPLEMENTAL DATA
CANCELLATION**

3. IMAGE SET (IMN)

Up to nine images can be canceled in a supplemental cancel transaction. The format is IMN/<IMN>.<IMT>. The IMN is the NCIC number of the image, and the image type is either ~~fingerprint (F)~~, signature (S), mugshot (M), or identifying image (I). If the image type of the record is not the same type as defined by the IMT, the supplemental data will be rejected.

IMAGE FILE

IMPORTANT NOTE TO USERS: *Fingerprint entries must be limited to the Wanted, Missing, and Unidentified Person Files.*

SECTION 1.1 -- DEFINITION OF AN IMAGE FOR NCIC 2000 PURPOSES

1. Images are associated with NCIC 2000 records to assist in identifying a person or property. Several types of images can be stored in NCIC 2000. Images can be stored for a person, property, or as a reference.

The types of images that can be stored for a person are ~~fingerprint~~, mugshot, signature, and identifying images.

Identifying images can also be stored to help identify property. Articles, parts, boats, and vehicles can be associated with an identifying image.

Images stored as references are referred to as generic images. At this time, the Gun and Securities Files do not have image capability.

SECTION 1.3 -- IMAGE DATA SIZE AND RESOLUTION

To reduce the time required to transmit an image, image data are compressed before transmission. ~~Matcher features are extracted from fingerprints at the point of capture, using FBI provided software.~~ Image processing software must be included in the workstation and MIU software.

NCIC 2000 images have the following characteristics:

~~1. FINGERPRINT IMAGES~~

~~Fingerprint images are entered into the workstation with a sampling rate of 500 pixels per inch. The image is cropped or padded to 512 x 512 pixels and 8 bits per pixel gray scale in the workstation or MIU.~~

~~All fingerprint images must be processed using FBI provided software (SWIPS) at the point of capture.~~

~~The workstation transmits the following data products:~~

- ~~1. Feature data (for the fingerprint matcher) and~~
- ~~2. Compressed binary visual inspection quality fingerprint for storage and retrieval.~~

~~2. MUGSHOTS AND IDENTIFYING IMAGES~~

Scanned mugshots and identifying images are gray-scale images. They are entered into the workstation with variable sampling rates depending on the original image size.

The image is cropped to 256 x 256 pixels and 8 bits per pixel gray scale in the workstation. Mugshots and identifying images within NCIC 2000 messages are compressed with the Joint Photographic Experts Group (JPEG) algorithm and a quality factor of 25.

SECTION 1.4 -- GUIDELINES FOR ENTRY

1. An image should be entered for a person or property when it will assist in identification of either.
- ~~2. Entry of a fingerprint image is restricted to an Unidentified, Missing, Identity Theft, or Wanted Person File.~~
- ~~32.~~ The header 1B01 or TB01 (test) must be used with image transactions EIM, and MII, QIC, and QIS.
- ~~43.~~ Image transactions EIM, and MII, QIC, and QIS cannot be submitted using bisynchronous (bisync) communications.
- ~~54.~~ A mugshot and a signature can be entered for Supervised Release, Protection Order, Missing Person, Deported Felon, Violent Gang and Terrorist Organization, Unidentified Person, Wanted Person, U.S. Secret Service Protective, Protection Order, Foreign Fugitive, Identity Theft, and Convicted Sexual Offender Registry Files.
- ~~65.~~ An identifying image can be entered for Supervised Release, U.S. Secret Service Protective, Missing Person, Deported Felon, Violent Gang and Terrorist Organization, Unidentified Person, Wanted Person, Identity Theft, Convicted Sexual Offender Registry, Article, Vehicle, Boat, or Vehicle/Boat Part Files.

A generic image can be entered by FBI CJIS staff for any particular make of vehicle or boat.

76. The following rules apply to the number of images that can be associated with one record:

1. Only one of each of the following types of image can be associated with an NCIC 2000 person record:
 1. Mugshot
 - ~~2. Right index fingerprint~~
 32. Signature
2. Not more than ten identifying images (other than mugshot, ~~fingerprint~~, and signature) can be associated with a person record.
3. Not more than ten identifying images (such as tattoos, dress, or graffiti) can be associated with a gang/terrorist group reference record.
4. Only one identifying image can be associated with vehicle/boat part or article.
5. Only one identifying or generic image can be associated with a vehicle or boat.
6. ~~Fingerprint and g~~Generic images are the only images which can be linked to multiple base records.

SECTION 1.5 -- MESSAGE KEY (MKE) CODES

Message	MKE	Translation
Entry	EIM	IMAGE
Modify	MII	
Cancel	XIM	
Inquiry	QII QIS QIC	
	LID*	

*Transfers image from MIU to workstation only.

SECTION 1.9 -- IMAGE MESSAGE FIELD CODES AND EDITS

Code	Field	Edits
FIM	Fingerprint Image	This field contains visual inspection quality and/or feature data.
IMT	Image Type	Must be F, M, S, I, V, or B.

SECTION 1.10 -- CRITERIA FOR REJECTING DUPLICATE RECORD ENTRIES

When a fingerprint entry transaction is submitted, the fingerprint is searched against all fingerprints in the file. If the fingerprint is found to be a duplicate of one on file, a response is issued indicating that the fingerprint is already on file. This duplicate reject message includes the ORI, NIC, IMN, IMT, and DOI of the matching file print. Instructions on linking to an existing fingerprint record are provided in Section 2 of this chapter.

Example of a Duplicate Fingerprint Image Reject Message:

```
1L01HEADER
MD1012600
REJECT DUPLICATE FINGERPRINT IMAGE DATA
PREVIOUSLY ENTERED FINGERPRINT IMAGE IS:
ORI/DC1012500 NIC/W123456789 IMN/I287654123
IMT/F DOI/19991206
1B01HEADER.EIM.MD1012600.NIC/W123456789.IMT/F.DOI/19991206.FIM/F0
```

If the entry of a mugshot (IMT/M), fingerprint image (IMT/F), or signature image (IMT/S) is for a record that already has that particular image type associated with it, then a duplicate reject message is issued.

Example of a Duplicate Image Reject Message:

```
1L01HEADER
MD1012600
REJECT-DUPLICATE MUGSHOT
IMAGE PREVIOUSLY ENTERED IS:
ORI/DC1012500 NIC/W123456789 IMN/I987654321 IMT/M
DOI/19990302
1B01HEADER.EIM.MD1012600.NIC/W123456789.IMT/M.DOI/19991206.FIM/F0MIS/IMA
```

If the entry of an identifying image (IMT/I) associates the image with a record that already has ten identifying images associated with it, then a REJECT-MAXIMUM NUMBER OF IDENTIFYING IMAGES EXCEEDED message is issued.

Example of a Reject Message After a Maximum Number of Allowed Identifying Image Entries Has Been Exceeded:

```
1L01HEADER
MD1012600
REJECT - MAXIMUM NUMBER OF IDENTIFYING IMAGES EXCEEDED
IMAGE(S) PREVIOUSLY ENTERED:
ORI/DC1012500 NIC/W123456780 IMN/I000039206 IMT/I DOI/19991206
ORI/DC1012500 NIC/W123456780 IMN/I000039317 IMT/I DOI/19991104
ORI/DC1012500 NIC/W123456780 IMN/I000041221 IMT/I DOI/19990905
ORI/DC1012500 NIC/W123456780 IMN/I000034252 IMT/I DOI/19990912
ORI/DC1012500 NIC/W123456780 IMN/I000034464 IMT/I DOI/19991212
ORI/DC1012500 NIC/W123456780 IMN/I000029101 IMT/I DOI/19991225
ORI/DC1012500 NIC/W123456780 IMN/I000029209 IMT/I DOI/19991005
ORI/DC1012500 NIC/W123456780 IMN/I000028765 IMT/I DOI/19991103
ORI/DC1012500 NIC/W123456780 IMN/I000021222 IMT/I DOI/19990807
ORI/DC1012500 NIC/W123456780 IMN/I000011223 IMT/I DOI/19991205
1B01HEADER.EIM.MD1012600.NIC/W123456789.IMT/I.DOI/19991206.FIM/FOMIS/IMA
```

SECTION 2.2 -- MESSAGE FIELD CODES FOR ENTRY

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-3	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
NCIC NUMBER	MANDATORY	NIC	10-10	ALPHABETIC, NUMERIC
IMAGE TYPE	MANDATORY	IMT	1-1	ALPHABETIC
DATE OF IMAGE	OPTIONAL	DOI	8-8	NUMERIC
MISCELLANEOUS	OPTIONAL	MIS	1-240	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
FINGERPRINT IMAGE	MANDATORY FOR A FINGERPRINT ENTRY	FIM	18-16000	ALPHABETIC, NUMERIC, BINARY
IMAGE	MANDATORY FOR AN IMAGE (NON-FINGERPRINT) ENTRY	IMG	6-16000	ALPHABETIC, NUMERIC, BINARY

SECTION 2.3 -- MANDATORY FIELDS FOR ENTRY

The following fields are mandatory for acceptance of an image entry: HDR, MKE, ORI, NIC, IMT, and ~~FIM for a fingerprint image, or IMG for any other image type.~~

SECTION 2.4 -- ADDITIONAL GUIDELINES FOR ENTRY

1. ~~The entry of a fingerprint is limited to the Wanted Person, Identity Theft, Missing Person, and Unidentified Person Files.~~
21. The NIC in the image entry transaction is the NIC of the record the image is to be associated with. When entering a fingerprint, a mugshot, or a signature, the NIC must refer to a person record. When entering an identifying image, the NIC must refer to either a person record, an article, a vehicle, a boat, or a vehicle/boat part record.
3. ~~If a fingerprint is entered and found to be a duplicate of a fingerprint already on file, it may indicate that the same subject has several records on file. In that case, it is possible to link the records to the existing file print by entering the image NIC through a person supplemental transaction (wanted -EN, missing -EMN, unidentified -EUN, or identity theft -EIN).~~

42. Reject responses will be issued if the entered image type is invalid for the referenced record or if the maximum number of images of this type have already been linked to the base record.
53. Image entry transactions are message field code (MFC)-dependent, not period-dependent; all fields, except HDR, MKE, and ORI, are required to have MFC/ followed by the data.

SECTION 2.5 -- FINGERPRINT IMAGE (FIM) DELETED

The Fingerprint Image (FIM) Field contains image and/or feature data derived from a right index fingerprint. The raw fingerprint image may be captured directly by a live scanner or from a fingerprint card with a document scanner. The raw image must be converted to FIM Field format using FBI-provided software. This is done at the point of capture, using a work station, MIU, or equivalent.

The FBI provided software creates the following three types of data: Flat Live Scan (FLS) features, minutiae features, and a compressed binary fingerprint image called the visual inspection quality fingerprint image. The FLS and minutiae features are only used by the NCIC 2000 fingerprint matcher. The visual inspection quality fingerprint can be retrieved from NCIC 2000 and displayed or printed at a workstation, MIU, or equivalent.

Example of the FIM Field:

FIM/F00000M00000V00000<image>.

The FIM Field is internally composed of the following sequence:

F — 5 byte numeric indicating the size (in bytes) of the FLS data.

M — 5 byte numeric indicating the size of the minutiae data.

V — 5 byte numeric indicating the size of the visual inspection quality image data.
<image>

The above three fields (F, M, and V) must all be present in an FIM Field, and all must have a numeric value other than zero.

SECTION 2.7 -- DATE OF IMAGE (DOI)

The date of the image is the date the photograph, fingerprint, or signature was taken or the date represented by an age-progressed image. If the year is known, but the actual date the image was taken is unknown, 0000 should be used for the month and day, and the year the image was taken should be used for the year. When an image

being entered is an age-progressed image, the date the image was created should not be used. Instead, the month and the day of the individual's birthday should be used, and the year for the date of image should represent the time at which the subject's appearance should match that of the image.

SECTION 2.8 -- IMAGE TYPE (IMT)

1. ~~FINGERPRINT IMAGE (IMT F)~~

- ~~1. Image data fields are binary in NCIC 2000 transactions. Fingerprint data are for the right index finger only. Contents of the fingerprint data field will vary with the type of transaction.~~

~~Enter and modify transactions contain both a compressed fingerprint image and fingerprint features that are used by the Fingerprint Matching Subsystem. Query transactions contain the feature data only.~~

- ~~2. The response to a request for a fingerprint image contains the visual inspection print data.~~
- ~~3. Fingerprint data are entered and maintained by an ORI and associated to one or more unidentified, missing, identity theft, or wanted person records.~~
- ~~4. Identification by fingerprint in NCIC 2000 does **not** constitute positive identification. It must be considered along with other information derived from the hit confirmation process before decisive action is taken by the inquiring agency.~~

21. MUGSHOT IMAGE (IMT M)

A frontal face view from the shoulders to the top of the head is entered and maintained by an ORI and associated to a person.

32. SIGNATURE IMAGE (IMT S)

An image of a signature is entered and maintained by an ORI and associated to a person.

43. IDENTIFYING IMAGE (IMT I)

An image which may help identify a person or property (e.g., scars, marks, and tattoos; photograph of a person; “aged” photograph of a missing juvenile; photograph of a vehicle or an article; etc.) is entered and maintained by an ORI and associated to a person, article, part, vehicle, or boat.

54. GENERIC IMAGE (IMT B OR V)

An image stored as a general reference for a vehicle or boat entered and maintained by the FBI. Generic vehicle images are cataloged by the vehicle make, model, style, and year. Generic boat images are cataloged by the boat make, type, length, and/or model year. Multiple vehicle or boat records can be associated to a generic image.

SECTION 3.5 -- ADDITIONAL GUIDELINES FOR MODIFICATION

~~The MII transaction may be used to replace a fingerprint image with a better quality fingerprint. If the fingerprint is shared, coordination should occur before replacing a fingerprint image. A fingerprint image may be replaced only by the agency holding ownership.~~

NCIC 2000 users cannot modify generic images. Those are maintained by the FBI CJIS staff.

SECTION 4.1 -- WHEN TO USE A CANCELLATION MESSAGE

Cancellation of a record is restricted to the agency that entered the record. A cancellation message is used when it is determined that the record is invalid or no longer needed.

~~When an image is canceled, it is unlinked from the record it is associated with. If the record is a fingerprint and is linked to other active records belonging to the same ORI, the user will receive a REJECT - INVALID FINGERPRINT CANCEL message. In that case, users may want to delete their link to a fingerprint through a cancel supplemental transaction. If there are other records linked to the same fingerprint and the ORIs are different, then the ownership of the fingerprint is transferred to the next (chronologically entered) record/ORI.~~

SECTION 4.5 -- ~~EXAMPLE OF A TRANSFER OF OWNERSHIP NOTIFICATION~~
~~DELETED~~

~~A fingerprint ownership transfer notification is issued when:~~

- ~~1. A fingerprint image record is canceled and more than one record was associated with that fingerprint.~~
- ~~2. A base record is canceled and the fingerprint associated with it is shared by other records.~~

~~Because the owner of the fingerprint image is canceling his/her interest in this image, ownership of the fingerprint image is transferred to the next user. The next user whose record is also linked to the image is determined chronologically based on the oldest object record still linked to the image.~~

~~Example of a \$I Administrative Message Transferring Ownership:~~

~~\$I.
MD1012600
THE FOLLOWING IMAGE IS NO LONGER ASSOCIATED WITH ITS
ORIGINAL OWNER: DCFBI0000
OWNERSHIP OF THE IMAGE LINKED TO NIC/W146203706 HAS BEEN TRANSFERRED
TO YOUR ORI.
IMN/I435461801 IMT/F~~

SECTION 5.1 -- MESSAGE FIELD CODES FOR AN IMAGE (QII, QIC, QIS)
INQUIRY

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-3	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
NCIC NUMBER	CONDITIONAL	NIC	10-10	ALPHABETIC, NUMERIC
IMAGE NCIC NUMBER	CONDITIONAL	IMN	10-10	ALPHABETIC, NUMERIC
FINGERPRINT IMAGE	CONDITIONAL	FIM	18-16000	ALPHABETIC, NUMERIC
BOAT MAKE	CONDITIONAL	BMA	3-24	ALPHABETIC, NUMERIC

SECTION 2 -- SYSTEM CHANGES

BOAT TYPE	CONDITIONAL	BTY	3-3	ALPHABETIC
BOAT LENGTH	CONDITIONAL	BLE	2-2	NUMERIC
BOAT YEAR	OPTIONAL	BYR	4-4	NUMERIC
VEHICLE MAKE	CONDITIONAL	VMA	2-24	ALPHABETIC, NUMERIC
VEHICLE MODEL	CONDITIONAL	VMO	2-3	ALPHABETIC, NUMERIC
VEHICLE STYLE	CONDITIONAL	VST	2-2	ALPHABETIC, NUMERIC
VEHICLE YEAR	CONDITIONAL	VYR	4-4	NUMERIC
IMAGE INDICATOR*	OPTIONAL	IND	1-1	ALPHABETIC

*NCIC 2000 format only

SECTION 5.2 -- EXAMPLES OF QII INQUIRIES WITH NEGATIVE AND POSITIVE RESPONSES

Three types of image inquiry are covered in this section: the Image Inquiry (QI), the Cold Search Inquiry (QIC), and the Verification Match Inquiry (QIS).

2. THE COLD SEARCH INQUIRY (QIC)

Examples of Image Fingerprint (QIC) Inquiries with Negative and Positive Responses

1. QIC Inquiry:

```
1B01HEADER.QIC.MD1012600  
FIM/F00000M00000V00000<image>
```

(Fingerprint data as produced by the workstation, MIU, or equivalent.)

2. Negative Response to a QIC Inquiry:

```
1L01HEADER  
MD1012600
```

```
SUBMITTED FINGERPRINT DOES NOT MATCH ANY NCIC  
FINGERPRINT RECORD
```

3. ~~Positive Response to a QIC Inquiry:~~

~~1L01HEADER
MD1012600

MKE/IMAGE
SUBMITTED FINGERPRINT MATCHED WITH THE FOLLOWING
RECORD(S):-
MKE/MISSING PERSON OTHER
ORI/DC1014300 NAM/THOMAS, TOM SEX/M RAC/W POB/FL
DOB/19540327
HGT/510 WGT/153 EYE/BRO HAI/BRO SKN/FAR
SMT/TAT L LEC
FPC/PMPIC114151617181920 SOC/211440001
MNF/MP DLC/19981001 OCA/CS12345
MIS/LAST SEEN WEARING BLUEJEANS AND BLACK PULL OVER
MIS/SHIRT
ORI IS ANY CITY PD DC 202 555 1111
NIC/M107650007 DTE/19991003 1400 EST
IMMED CONFIRM MISSING PERSON STATUS WITH ORI~~

~~The standard NCIC 2000 person hit response is returned. This includes all records linked to the matched file print. There is no IND Field on the inquiry. Since the user submitted a fingerprint image with the inquiry, it is assumed the user has image capabilities and a mugshot, if available, is returned with the response. All other images may be retrieved with an image inquiry.~~

Requirements for ~~QIC Inquiry~~

- ~~1. The user may initiate a fingerprint cold search inquiry (QIC) by scanning the right index fingerprint of a subject and entering the inquiry at the workstation or MIU keyboard.~~
- ~~2. The searchprint is then transmitted via the CTA/FSC to NCIC 2000 and compared to all prints in the NCIC 2000 file. NCIC 2000 responds with a message indicating a hit (the searchprint matches a print in the file) or a no hit (the searchprint does not match a print in the file).~~
- ~~3. Hit responses include all information about the matching individual in the file.~~

3. ~~VERIFICATION MATCH INQUIRY (QIS)~~

~~Examples of Fingerprint Verification (QIS) Inquiries with Negative and Positive Responses:~~

1. ~~QIS Inquiry:~~

~~1B01HEADER.QIS.MD1012600
IMN/I287654123.FIM/<fingerprint scanned here>~~

2. ~~Negative Response to a QIS Inquiry:~~

~~1L01HEADER
MD1012600

MKE/IMAGE
FINGERPRINT VERIFICATION NOT CONFIRMED FOR
IMN/I287654123~~

3. ~~Positive Response to a QIS Inquiry:~~

~~1L01HEADER
MD1012600

MKE/IMAGE
FINGERPRINT VERIFICATION CONFIRMED ON IMN/I287654123~~

~~Only a confirmation message and the associated person text record are returned as a result of a QIS match. Images may be retrieved using a separate transaction.~~

~~Requirements for QIS Inquiry~~

~~The user may initiate a fingerprint verification inquiry (QIS), which requests that the fingerprint be matched against one particular file print. The file print is identified by its IMN. NCIC 2000 compares the prints and responds with a "confirmation" or a "no confirmation" response message.~~

MISSING PERSON FILE**SECTION 8.5 -- NUMBER OF ADDITIONAL IDENTIFIERS IN A SUPPLEMENTAL RECORD**

The AKA Field and all other identifying data fields which may be included in a supplemental record with their field codes and the maximum number of aliases and/or other identifiers that may be added to a missing person record are the following:

Field	Field Code	Maximum Number Permitted
Alias	AKA	99
Date of Birth	DOB	9
Scars, Marks, Tattoos, and Other Characteristics	SMT	19
Miscellaneous Number	MNU	9
Social Security Number	SOC	9
Operator's License Number, State, and Year of Expiration (entered as a set)	OLN	9
License Plate Number, State, Year of Expiration, and Type (entered as a set)	LIC	9
Vehicle Identification Number, Year, Make, Model, Style, and Color (entered as a set; model and color not required for entry, but should be entered if known)	VIN	9
Caution and Medical Conditions	CMC*	10
Image NCIC Number and Image Type (entered as a set)	IMN*	13 12

Field	Field Code	Maximum Number Permitted
Citizenship	CTZ*	9

*NCIC 2000 format only

SECTION 8.6 -- MAXIMUM NUMBER OF ADDITIONAL IDENTIFIERS IN A SUPPLEMENTAL ENTRY

- ~~3. If an IMN/IMT set is entered with the supplemental record, there can be only one set entered, and it must be a fingerprint record that is already on file, or the image will be rejected. All other images and fingerprint images not currently on file for NCIC 2000 must be entered through the Enter Image Transaction (EIM). Images added through EIM are considered supplemental records. Additional information on EIM can be found in the Image File chapter.~~

SECTION 8.14 -- ADDITIONAL GUIDELINES FOR NCIC 2000 SUPPLEMENTAL CANCELLATION

1. IMAGE SET (IMN)

Up to nine images can be canceled in a supplemental cancel transaction: ~~one fingerprint~~, one signature, one mugshot, and/or nine identifying images (up to ten identifying images can be stored for a missing person record). The format is IMN/<IMN>.<IMT>. The IMN is the NCIC Number of the image, and the image type will be either F, S, M, or I. If the image type of the record is not the same type as defined by the IMT, the supplemental data will be rejected.

UNIDENTIFIED PERSON FILE

SECTION 1.7 -- FINGERPRINT IDENTIFICATION RECORDS SYSTEM

If fingerprints are available, a fingerprint card should be submitted to the FBI Criminal Justice Information Services Division to be searched against fingerprint cards in the Fingerprint Identification Records System. ~~Additionally, the right index fingerprint, if available, should be entered in NCIC 2000.~~

SECTION 8.5 -- NUMBER OF ADDITIONAL IDENTIFIERS IN A SUPPLEMENTAL RECORD

Field	Field Code	Maximum Number Permitted
Scars, Marks, Tattoos, and Other Characteristics	SMT	19
Image NCIC Number and Image Type (entered as a set)	IMN*	13 12

*NCIC 2000 format only

SECTION 8.12 -- ADDITIONAL GUIDELINES FOR NCIC 2000 SUPPLEMENTAL CANCELLATION

1. IMAGE

Up to nine images can be canceled in a supplemental cancel transaction: ~~one fingerprint,~~ one signature, one mugshot, or nine identifying images (up to ten identifying images can be stored for an unidentified person record). The format is IMN/<IMN>.<IMT>. The IMN is the NCIC number of the image, and the image type must be either ~~F~~, S, M, or I. If the image type of the record is not the same type as defined by the IMT, the supplemental data will be rejected.

WANTED PERSON FILE**SECTION 8.5 -- NUMBER OF ADDITIONAL IDENTIFIERS IN A SUPPLEMENTAL RECORD**

The AKA Field and all other identifying data fields which may be included in a supplemental record with their field codes and the maximum number of aliases and/or other identifiers that may be added to a wanted person record are the following:

Field	Field Code	Maximum Number Permitted
Alias	AKA	99
Date of Birth	DOB	9
Scars, Marks, Tattoos, and Other Characteristics	SMT	9
Miscellaneous Identifying Number	MNU	9
Social Security Number	SOC	9
Operator's License Number, State, and Year of Expiration (entered as a set)	OLN	9
License Plate Number, State, Year of Expiration, and Type (entered as a set)	LIC	9
Vehicle Identification Number, Year, Make, Model, Style, and Color (entered as a set; model and color not required for entry, but should be entered if known)	VIN	9
Caution and Medical Conditions	CMC*	10
Image NCIC Number and Image Type (entered as a set)	IMN*	13 12

Field	Field Code	Maximum Number Permitted
Citizenship	CTZ*	9

*NCIC 2000 format only

SECTION 8.6 -- MAXIMUM NUMBER OF ADDITIONAL IDENTIFIERS IN A SUPPLEMENTAL ENTRY

~~3. Supplemental entry of an IMN/IMT set is used to link the base wanted person record with an existing image record in the NCIC 2000 database. A wanted person may be associated with a maximum of one each of the following image types: mugshot, right index fingerprint, and signature.~~

~~Up to ten images, other than mugshot, fingerprint, and signature, may also be associated with a single base wanted person record through a supplemental entry for a maximum of 13 images. Only fingerprint images can be linked to multiple wanted person records.~~

SECTION 8.14 -- ADDITIONAL GUIDELINES FOR NCIC 2000 SUPPLEMENTAL CANCELLATION

1. IMAGE SET (IMN)

Up to nine images can be canceled in a supplemental cancel transaction. The format is IMN/<IMN>.<IMT>. The IMN is the NCIC Number of the image, and the image type is either ~~fingerprint (F)~~, signature (S), mugshot (M), or identifying image (I). If the image type of the record is not the same type as defined by the IMT, the supplemental data will be rejected.

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

ARTICLE CODES

The following should be added to:

Article Name – Digital Multimedia Device
(Plays and/or records formats such as MP3)

Section 1.2 TYP FIELD CODES ALPHABETICALLY BY ARTICLE NAME

Article Name	Code
Digital Multimedia Device (Plays and/or records formats such as MP3)	RDMMDEV
MP3 Device (See Digital Multimedia Device)	RDMMDEV

**Section 1.3 TYP FIELD CODES ALPHABETICALLY BY CATEGORY THEN
SORTED BY ARTICLE NAME**

**–RADIO, TV, AND SOUND
ENTERTAINMENT DEVICES–**

Article Name	Code
Digital Multimedia Device (Plays and/or records formats such as MP3)	RDMMDEV
MP3 Device (See Digital Multimedia Device)	RDMMDEV

Section 1.4 TYP FIELD CODES ALPHABETICALLY BY CODE

Code	Article Name
RDMMDEV	Digital Multimedia Device (Plays and/or records formats such as MP3)

GUN DATA CODES

The following should be added to:

Section 1.5 MAKE FIELD CODES ALPHABETICALLY BY MANUFACTURER
Effective Date: Immediately

Make, Brand, Model, or Trademark	Country	Code	Reference
Armi E & F	IT	AEF	Italy
Astar	SP	ASR	Spain
Bansners Ultimate Rifles	US	BNU	Adamstown, PA
Bill Wiseman & Co., Inc.	US	BWC	College Station, TX
Darra	PK	DRA	Pakistan
Daudsons Armory	PK	DUD	Pakistan
First Freedom Firearms	US	FFF	Portland, OR
Grand Power S.R.O.	LF	GDP	Slovakia
Halo Arms	US	HLO	Phoenixville, PA
Hard Times Armory, Inc.	US	HTA	Acworth, GA
Hatfield Gun Co.	TY	HGC	Turkey
Historic Arms, LLC	US	HIT	Franklin, GA
Ithaca Guns U.S.A., LLC	US	IGU	Upper Sandusky, OH
Jarrett Rifles, Inc.	US	JRT	Jackson, SC
Lawton Machine, LLC	US	LMC	Dillon, MT
Military Police Systems (aka MPS)	US	MPS	Piney Flats, TN
Rhineland Arms	US	RHD	Louisville, TX
SNS Industry, Inc.	US	SNS	Snohomish, WA

SECTION 3 – NCIC CODE MANUAL UPDATES

Make, Brand, Model, or Trademark	Country	Code	Reference
Southeastern Weaponry Research	US	SWR	Evans, GA
Sun Devil Mfg.	US	SDM	Mesa, AZ
Suppressed Tactical Weapons, Inc. or STW	US	STW	Rougemont, NC
Taylor Mfg.	US	TAY	Marietta, GA
Tom Sawyer Mfg.	US	TSM	Woodbury, MN
Trabzon “TISAS”	TY	TBZ	Turkey
Unertl Ordnance Co., Inc.	US	UOC	Las Vegas, NV
William Leech & Son	EN	WLS	England

Section 1.6 MAKE FIELD CODES ALPHABETICALLY BY CODE
Effective Date: Immediately

Code	Make, Brand, Model, or Trademark
AEF	Armi E & F
ASR	Astar
BNU	Bansners Ultimate Rifles
BWC	Bill Wiseman & Co., Inc.
DRA	Darra
DUD	Daudsons Armory
FFF	First Freedom Firearms
GDP	Grand Power S.R.O.
HGC	Hatfield Gun Co.
HIT	Historic Arms, LLC
HLO	Halo Arms
HTA	Hard Times Armory, Inc.

SECTION 3 – NCIC CODE MANUAL UPDATES

Code	Make, Brand, Model, or Trademark
IGU	Ithaca Guns U.S.A., LLC
JRT	Jarrett Rifles, Inc.
LMC	Lawton Machine, LLC
MPS	Military Police Systems (aka MPS)
RHD	Rhineland Arms
SDM	Sun Devil Mfg.
SNS	SNS Industry, Inc.
STW	Suppressed Tactical Weapons, Inc. or STW
SWR	Southeastern Weaponry Research
TAY	Taylor Mfg.
TBZ	Trabzon “TISAS”
TSM	Tom Sawyer Mfg.
UOC	Unertl Ordnance Co., Inc.
WLS	William Leech & Son

OTHER TRANSACTIONS CODES

The following change should be made to:

SECTION 5 -- IMAGE TYPE (IMT) FIELD CODES

Code	Description
M	Mugshot
F	Fingerprint
S	Signature
I	Identifying image
V	Generic vehicle
B	Generic boat

VEHICLE DATA CODES

The following should be added to:

**Section 2.2 VMA, BRA, VMO, AND VST FIELD CODES FOR AUTOMOBILES,
LIGHT-DUTY VANS, LIGHT-DUTY TRUCKS, AND PARTS
Effective Date: Immediately**

MAKE	VMA	VMO	VST
Audi Q7 R8	AUDI	Q7 R8	LL 2D
Bentley Flying Spur	BENT	FPR	4D
Bugatti Veyron	BUGA	VYR	2D
Chrysler Prowler (model years 2001–2002)	CHRY	PRW	2D
Drewes Engineering (Electric Vehicle)	DREW		
Factory Five Racing, Inc.	FFRI		
Ferrari 430 Coupe & Spider 599 GTB Fiorano	FERR	430 599	2D 2D
Ford Edge	FORD	EDG	LL
GMC Acadia	GMC	ACA	LL
KIA Rondo	KIA	RON	VN

SECTION 3 – NCIC CODE MANUAL UPDATES

MAKE	VMA	VMO	VST
Lancia Delta	LNCI	DEL	4D
Land Rover LR2 (Replaces Freelander Model)	LNDR	LR2	LL
Lexus ES350	LEXS	E35	4D
Mazda CX9 Mazdaspeed 6	MAZD	CX9 MZ6	SW 4D
Mercedes Benz CL550 CLK550 CLK63 AMG CLS550 CLS63 AMG E550 E63 AMG GL450 ML63 AMG R320 (Sportwagon) R500 (Sportwagon) R63 AMG S550 S65 AMG SL550	MERZ	550 K55 K63 L55 S63 E5 E63 GL4 L63 R32 R50 R63 S50 65A L55	2D 2D 2D 4D 4D 4D LL LL LL SW SW SW 4D 4D 2D
Mosler MT900	MOSL	900	2D
Volkswagon EOS	VOLK	EOS	2D

**Section 2.5 VMA AND BRA FIELD CODES FOR MOTORCYCLES AND
MOTORCYCLE PARTS
Effective Date: Immediately**

Make	VMA
Akuma Motors	AKUM
Arlen Ness Motorcycles or Ness Motorcycles	NESS
BaShan Motor/BaShan Motorcycle or Astronautical BaShan Motorcycle Mfg. Co., Ltd.	BASH
Boss Powersports	BOSP
Buyang Group Co., Ltd.	BYNG
CC Cycles	CCYC
Chandler Originals, Inc.	CHND
Chopper Nation, Inc.	CHOP
Classic Motorcycles & Sidecars, Inc.	CLMS
CMSI	CMSI
Coast 2 Coast (C2C)	CTCC
Daelim Motor Co., Ltd./Daelim Motor USA	DAEL
Dayang/Dayang North America aka Luoyang Northern EK-Chor Motorcycle Co., Ltd.	DYNG
Diamo	DIMO
Exotic Choppers	EXCH
Gear Jammer Customs	GEAR
Hard Bikes, LLC	HRBK
Hell Bound Steel, LLC	HELL

SECTION 3 – NCIC CODE MANUAL UPDATES

Make	VMA
Highly Dangerous Motorcycles	HIDG
Jiangxi Campell Co., Ltd.	JGXI
Joyner	JOYN
Joslin Corp. or Sahara	SHRA
Kaitong Motorcycle Mfg. Co., Ltd.	KAIT
LML Limited	LMLL
Luoyang Northern EK-Chor Motorcycle Co., Ltd.	DYNG
Ness Motorcycles	NESS
Oddi Cycles, LLC	ODDI
Patriot Motorcycle Corp.	PATR
Pioneer Motors USA, LLC	PMUS
Redneck Engineering	REDN
Sahara or Joslin Corp.	SHRA
Santiago Choppers Specialties	SCSP
Sierra Motorcycle Co.	SRRA
Suspensions Unlimited	SUSP
TCB Choppers	TCBC
Thunder Chopper Works, Inc.	TCWI
Verucci Motorcycles Mfg. Co.	VERU
West Coast Choppers	WCCH
Yaxi Motorcycle Co., Ltd.	YAXI

Section 2.6 VMA AND BRA FIELD CODES FOR SNOWMOBILES AND SNOWMOBILE PARTS
Effective Date: Immediately

Make	Code	References
Alpina	ALPN	Sherpa Model

Section 2.7 VMA AND BRA FIELD CODES FOR TRAILERS AND TRAILER PARTS
Effective Date: Immediately

Make	Code	References
Ajaxx Tool Company	AJXX	Lakeside, CA
Amera Trail, Inc.	AMTL	
AZCAL Trailers	AZCA	
Brownell Systems, Inc. or Brownell Boat Works, Inc.	BBWI	Mattapoisett, MA
Centex	CNTX	
Changzhou Nanxiashu Tool Co., Inc.	CHNA	China
Chaparral Trailer Co. of Arkansas, Inc.	CHTC	Quitman, AR
C & M, LLC	CMTL	Ennis, TX
Columbia Northwest, Inc.	COLN	Mammoth, PA; Aliner, Sportliner, Scout, Alite 300 & 400, Cabin A, Retreat & Twist Trailers
Covenant or Covenant Cargo	COVT	Douglas, GA
Custom Built Trailer Sales & Mfg.	CBTS	Lubbock, TX
Gull Wing Ind., Inc.	GULL	Alta, IA

SECTION 3 – NCIC CODE MANUAL UPDATES

Make	Code	References
Hardebilt Trailers, Inc.	HDBT	West Point, GA
Heartland Recreational Vehicles, LLC	HRLD	Elkhart, IN
Hermiston Trailers	HERM	Hermiston, OR
Herring Tank Co., Inc.	HTCI	Fort Worth, TX; Trade Name: Franc Tank
Hewco Mfg.	HEWC	Fort Collins, CO
Howe Truck & Trailer	HWTT	Troy, NY
Imperial Trailer Corp.	IMPT	Jacksonville, FL
Innovative Trailer Mfg.	INOV	Eastpointe, MI
JRTL	JRTL	
Kleepsie Tank & Petroleum Equipment, Inc.	KTPE	Morris, MN
Legend Mfg., Inc.	LGNM	St. Johns, MI
Magnolia Trailers, Inc.	MGNL	Lucedale, MS
Magnum Products, Inc.	MAGM	Berlin, WI
Morgan Built, Inc.	MRGN	Roseburg, OR
Polar Tank Trailer	POTT	Springfield, MO
Poly-Coat Systems, Inc.	POLY	Houston, TX
Proform Trailers, Inc.	PROF	Pocahontas, IL
Qingdao Singamas Industrial Vehicle Co., Ltd.	QSIV	San Ramon, CA
ST & E Fabrication, LLC	STEF	Cottage Grove, WI
Superline Trailers	SUPL	Griffin, GA

SECTION 3 – NCIC CODE MANUAL UPDATES

Make	Code	References
The Little Trailer Co., Inc.	TLTC	Elkhart, IN
Tork or Tork Lift Intl.	TORK	
Trakker Trailers	TRKK	
Transhaul, Inc.	TRNH	Georgia
Twister Trailer Mfg., Inc.	TWTM	Ft. Scott, KS
Wanco, Inc.	WNCO	Englewood, CO

Section 2.8 VMA AND BRA FIELD CODES FOR TRUCKS AND TRUCK PARTS
Effective Date: Immediately

Make	Code	References
Glaval Bus	GLAV	Division of Forest River, Inc.
Howe Truck & Trailer	HWTT	Troy, NY
Krystal Koach, Inc./Krystal Enterprises	KRYS	Brea, CA
Madvac	MVAC	Specialty Sweeper and Vacuums

Section 2.9 VMA AND BRA FIELD CODES ALPHABETICALLY BY CODE
Effective Date: Immediately

Code	Manufacturer
AJXX	Ajaxx Tool Company
AKUM	Akuma Motors
ALPN	Alpina
AMTL	Amera Trail, Inc.
AZCA	AZCAL Trailers

SECTION 3 – NCIC CODE MANUAL UPDATES

Code	Manufacturer
BASH	BaShan Motor/BaShan Motorcycle or Astronautical BaShan Motorcycle Mfg. Co., Ltd.
BBWI	Brownwell Systems, Inc. or Brownwell Boat Works, Inc.
BOSP	Boss Powersports
BYNG	Buyang Group Co., Ltd.
CBTS	Custom Built Trailer Sales & Mfg.
CCYC	CC Cycles
CHNA	Changzhou Nanxiashu Tool Co., Inc.
CHND	Chandler Originals, Inc.
CHOP	Chopper Nation, Inc.
CHTC	Chaparral Trailer Co. of Arkansas, Inc.
CLMS	Classic Motorcycles & Sidecars, Inc.
CMSI	CMSI
CMTL	C & M, LLC
CNTX	Centex
COLN	Columbia Northwest, Inc.
COVT	Covenant or Covenant Cargo
CTCC	Coast 2 Coast (C2C)
DAEL	Daelim Motor Co., Ltd./Daelim Motor USA
DIMO	Diamo
DREW	Drewes Engineering
DYNG	Dayang/Dayang North America aka Luoyang Northern EK-Chor Motorcycle Co., Ltd.
EXCH	Exotic Choppers

SECTION 3 – NCIC CODE MANUAL UPDATES

Code	Manufacturer
FFRI	Factory Five Racing, Inc.
GEAR	Gear Jammer Customs
GLAV	Glaval Bus
GULL	Gull Wing Ind., Inc.
HDBT	Hardeebilt Trailers, Inc.
HELL	Hell Bound Steel, LLC
HERM	Hermiston Trailers
HEWC	Hewco Mfg.
HIDG	Highly Dangerous Motorcycles
HRBK	Hard Bikes, LLC
HRLD	Heartland Recreational Vehicles, LLC
HTCI	Herring Tank Co., Inc.
HWTT	Howe Truck & Trailer
IMPT	Imperial Trailer Corp.
INOV	Innovative Trailer Mfg.
JGXI	Jiangxi Campell Co., Ltd.
JOYN	Joyner
JRTL	JRTL
KAIT	Kaitong Motorcycle Mfg. Co., Ltd.
KRYS	Krystal Koach, Inc./Krystal Enterprises
KTPE	Kleepsie Tank & Petroleum Equipment, Inc.
LGNM	Legend Mfg., Inc.
LMLL	LML Limited

SECTION 3 – NCIC CODE MANUAL UPDATES

Code	Manufacturer
MAGM	Magnum Products, Inc.
MGNL	Magnolia Trailers, Inc.
MOSL	Mosler
MRGN	Morgan Built, Inc.
MVAC	Madvac
NESS	Arlen Ness Motorcycles or Ness Motorcycles
ODDI	Oddi Cycles, LLC
PATR	Patriot Motorcycle Corp.
PMUS	Pioneer Motors USA, LLC
POLY	Poly-Coat Systems, Inc.
POTT	Polar Tank Trailer
PROF	Proform Trailers, Inc.
QSIV	Qingdao Singamas Industrial Vehicle Co., Ltd.
REDN	Redneck Engineering
SCSP	Santiago Choppers Specialties
SHRA	Sahara or Joslin Corp.
SRRA	Sierra Motorcycle Co.
STEF	ST & E Fabrication LLC
SUPL	Superline Trailers
SUSP	Suspensions Unlimited
TCBC	TCB Choppers
TCWI	Thunder Chopper Works, Inc.
TLTC	The Little Trailer Co., Inc.
TORK	Tork or Tork Lift Intl.

SECTION 3 – NCIC CODE MANUAL UPDATES

Code	Manufacturer
TRKK	Trakker Trailers
TRNH	Transhaul, Inc.
TWTM	Twister Trailer Mfg., Inc.
VERU	Verucci Motorcycles Mfg. Co.
WCCH	West Coast Choppers
WNCO	Wanco, Inc.
YAXI	Yaxi Motorcycle Co., Ltd.

PERSONAL DESCRIPTORS

Background

This TOU provides clarification on the appropriate Miscellaneous Number Field designation for State Identification Numbers and personal identification numbers issued by foreign governments.

NCIC 2000 Code Manual Change

Additions to the *NCIC 2000 Code Manual* (December 2000) are indicated by **highlighting**.

SECTION 15--MISCELLANEOUS IDENTIFYING NUMBER (MNU) FIELD CODES

The appropriate two-letter identifying code must precede the number and is separated from the MNU by a hyphen (-). Any alphabetic character(s) which is part of the MNU **is to be included**, except as noted below.

Number	Code
Air Force Serial Number ⁸	AF
Air National Guard Serial Number ⁸	AS
Alien Registration Number	AR
Army Serial Number ⁸	AS
Canadian Social Insurance Number	CI
Marine Corps Serial Number	MC
Mariner's Document or Identification Number	MD
National Agency Case Number–Military	NA
National Guard Serial Number ⁸	AS
Navy Serial Number	NS
Nonimmigration Admission Number	AN
Originating Agency Police or State Identification Number (NCIC only)	OA
Passport Number	PP
Personal Identification Number (applies only to state or foreign government-issued numbers)	PI
Port Security Card Number	PS
Royal Canadian Mounted Police Identification or Fingerprint Section (FPS) Number	MP
Selective Service Number	SS
U.S. Coast Guard Serial Number	CG
Veterans Administration Claim Number	VA

U.S. military services are now using Social Security Numbers (SOCs) to identify military personnel. This use applies to active duty, reserve, and retired servicemen. **This number should be entered in both the MNU and SOC Fields.** For example, if a subject has SOC 420-19-0210 and Army Serial Number 420190210, the SOC would be entered in the SOC Field as 420190210, and the Army Serial Number would be entered in the MNU Field as AS-420190210.

⁸Omit any alphabetic character(s) prefixed to Air Force, Air National Guard, Army, and National Guard Serial Numbers. For example, Army Serial Number RA 189001645 would be shown as AS-189001645 and National Guard Serial Number NG-210001999 would be shown as AS-210001999.

STATE AND COUNTRY CODES

NCIC 2000 Code Manual Changes

The following pages replace Section 7.1 of the State and Country Data Codes of the *NCIC 2000 Code Manual*.

SECTION 7 – COUNTRIES/DEPENDENCIES/TERRITORIES

7.1 CTZ, LIS, MAK, OLS, POB, PLC, AND RES FIELD CODES FOR COUNTRIES/DEPENDENCIES/TERRITORIES

Country/Dependency/Territory	Code	Country/Dependency/Territory	Code
Afghanistan	AF ¹	Bangladesh	BL ¹
Africa (AC for reference only)	--	Barbados	BB ¹
Albania	AA ¹	Barbuda, Antigua and (formerly Antigua)	AI ¹
Algeria	AN ¹	Bassas Da India (French possession)	BF
Andorra	AD ¹	Belgium	BG ¹
Angola	AO ¹	Belize (formerly British Honduras)	BH ¹
Anguilla (dependent territory of United Kingdom)	AE	Benin (formerly Dahomey)	DH ¹
Antarctica (AY for reference only)	--	Bermuda (dependent territory of United Kingdom)	BM
Antigua and Barbuda (formerly Antigua)	AI ¹	Bhutan	BN ¹
Argentina	AT ¹	Bolivia	BV ¹
Armenia	AP ¹	Bonaire (Netherlands Antilles)	NX ¹
Aruba (now independent of Netherlands Antilles)	AJ ¹	Bosnia and Herzegovina	BP ¹
Ashmore and Cartier Islands, Territory of (Australian external territory)	AH	Botswana	BT ¹
Australia	AS ¹	Bouvet Island (Norwegian territory)	BQ
Austria	AU ¹	Brazil	BZ ¹
Azerbaijan	AV ¹	British Honduras (now Belize)	BH ¹
Azores Islands	AQ ¹	British Indian Ocean Territory (Dependent territory of United Kingdom)	BO
Bahamas, The	BD ¹	British Solomon Islands (now Solomon Islands)	BS ¹
Bahrain/Bahrein	BE ¹	British Virgin Islands	VB
Balearic Islands	BW ¹		

COUNTRIES/DEPENDENCIES/TERRITORIES

Country/Dependency/Territory	Code	Country/Dependency/Territory	Code
Brunei	BX ¹	Colombia, Republic of	CB ¹
Bulgaria	BU ¹	Comoros, Federal Islamic Republic of the	DG ¹
Burkina Faso (known as Burkina, formerly Upper Volta)	UV ¹	Congo (or Republic of Congo) (CX for reference only)	RB ¹
Burma	BR ¹	Congo Kinshasa, now Zaire	ZR ¹
Burundi	BI ¹	Cook Islands	DI ¹
Byelarus	BY ¹	Coral Sea Islands, Territory of (Australian external territory)	DJ
Cambodia (formerly Khmer Republic & Kampuchea)	CJ ¹	Costa Rica, Republic of	CR ¹
Cameroon	CM ¹	Côte d'Ivoire, Republic of (Ivory Coast)	IY ¹
Canada (see separate list of Canadian Provinces; use code CD only when province is unknown)	CD ¹	Croatia	KC ¹
Canary Islands	ZI ¹	Cuba, Republic of	CC ¹
Cape Verde Islands	CV ¹	Curacao (Netherlands Antilles)	NX ¹
Cayman Islands (Dependent territory of United Kingdom)	CP	Cyprus, Republic of	CS ¹
Central African Republic	CW ¹	Czech Republic	EZ ¹
Ceylon (now Sri Lanka)	CY ¹	Czechoslovakia (CK for reference only)	--
Chad	CF ¹	Dahomey (now Benin)	DH ¹
Chile, Republic of	CQ ¹	Denmark, Kingdom of	DK ¹
China (CN for reference only)	--	Djibouti, Republic of	DN ¹
People's Republic of China	RC ¹	Dominica	DM ¹
Taiwan, Republic of China	TW ¹	Dominican Republic	DR ¹
Christmas Island, Territory of (Australian external territory)	HR	Ducie Islands (DU for reference only; see Pitcairn, Henderson, Ducie, and Oeno Islands)	PC
Clipperton Island (French possession)	DB	East Germany (German Democratic Republic, 1945-1989; EM for reference only)	--
Cocos (Keeling) Islands, Territory of (Australian territory)	DD		

COUNTRIES/DEPENDENCIES/TERRITORIES

Country/Dependency/Territory	Code	Country/Dependency/Territory	Code
Ecuador	EU ¹	Gambia, The	GK ¹
Egypt (formerly United Arab Republic)	EY ¹	Gaza	GZ ¹
El Salvador	EL ¹	Georgia (formerly Gruzinskaya)	GD ¹
Ellice and Gilbert Islands (GL for reference only)		German Democratic Republic (East Germany, 1945-1989; EM for reference only)	--
Ellice Islands now Tuvalu	TV ¹		
Gilbert Islands now Kiribati	KB ¹	Germany (East Germany, 1945-1989; EM for reference only)	GE ¹
Ellice Islands (now Tuvalu)	TV ¹	(West Germany, 1945-1989; WG for reference only)	
England	EN ¹	Ghana	GG ¹
Equatorial Guinea	EK ¹	Gibraltar (dependent territory of United Kingdom)	RG
Eritrea	ET	Gilbert and Ellice Islands (GL for reference only)	
Estonia	ES ¹	Gilbert Islands (now Kiribati)	KB ¹
Ethiopia	EO ¹	Ellice Islands (now Tuvalu)	TV ¹
Europa Island (French possession)	ER	Gilbert Islands (now Kiribati)	KB ¹
Falkland Islands, Colony of the (Islas Malvinas)	FA	Glorioso Islands (French possession)	GO
Faroe Islands	FO ¹	Great Britain (see England, Scotland, Wales, Northern Ireland)	--
Federal Republic of Germany (West Germany, 1945-1989; WG for reference only)	--	Greece	GC ¹
Fiji	FJ ¹	Greenland	GN ¹
Finland	FD ¹	Grenada	GJ ¹
France	FN ¹	Guadeloupe, Department of	GP
French Guiana (Department of Guiana)	FG	Guatemala	GT ¹
French Polynesia, Territory of (French overseas territory)	FP ¹	Guernsey, Bailiwick of (British Crown dependency)	GF
French Southern and Antarctic Lands, Territory of the (French overseas territory)	FR ¹	Guiana, French	FG
Gabon	GB ¹	Guinea	GI ¹

COUNTRIES/DEPENDENCIES/TERRITORIES

Country/Dependency/Territory	Code	Country/Dependency/Territory	Code
Guinea-Bissau (formerly Portugese Guinea)	PG ¹	Japan	JA ¹
Guyana	GY ¹	Jersey, Bailiwick of (British Crown dependency)	JE
Haiti	HT ¹	Jordan	JO ¹
Heard Island and McDonald Islands, Territory of (Australian external territory)	HE	Juan de Nova Island	JU ¹
Herzegovina, Bosnia and (HC for reference only)	BP ¹	Kampuchea (now Cambodia)	CJ ¹
Holland (Netherlands)	NE ¹	Kazakhstan	KT ¹
Honduras	HD ¹	Keeling (Cocos) Islands (Australian dependency)	DD
Hong Kong	HK ¹	Kenya	KE ¹
Hungary	HU ¹	Khmer Republic (now Cambodia)	CJ ¹
Iceland	IC ¹	Kiribati (formerly Gilbert Islands)	KB
India	II ¹	Korea (KR for reference only)	
Indonesia (now includes Portugese Timor)	IO ¹	North Korea	KN ¹
Iran	IR ¹	South Korea	KO ¹
Iraq	IQ ¹	Kuwait	KU ¹
Ireland (does not include Northern Ireland; see Northern Ireland)	IE ¹	Kyrgyzstan	KZ ¹
Islas Malvinas (Falkland Islands)	FA	Labrador (included in Newfoundland)	NF ¹
Isle of Man	IB	Laos	LS ¹
Israel	IS ¹	Latvia	LT ¹
Italy (includes Sicily and Sardinia)	IT ¹	Lebanon	LN ¹
Ivory Coast (Côte d'Ivoire)	IY ¹	Lesotho	LE ¹
Jamaica	JM ¹	Liberia	LB ¹
Jan Mayen (Norwegian territory)	JN	Libya	LY ¹
		Liechtenstein	LI ¹
		Lithuania	LH ¹
		Luxembourg	LX ¹

COUNTRIES/DEPENDENCIES/TERRITORIES

Country/Dependency/Territory	Code	Country/Dependency/Territory	Code
Macao (now spelled Macau)	OC ¹	Montserrat (dependent territory of United Kingdom)	RR
Macau (formerly spelled Macao)	OC ¹	Morocco	MQ ¹
Macedonia	ZD ¹	Mozambique	ZO ¹
Madagascar (included in Malagasy Republic)	MP ¹	Namibia (South-West Africa)	SJ ¹
Madeira Islands	IM	Nauru	NR ¹
Malagasy Republic (includes Madagascar)	MP ¹	Nepal	NP ¹
Malawi	MF ¹	Netherlands (Holland)	NE ¹
Malaysia	MZ ¹	Netherlands Antilles	NX ¹
Maldives	MV ¹	Nevis and Saint Christopher (or Saint Kitts)	TS ¹
Mali	ML ¹	New Caledonia and Dependencies, Territory of (French overseas territory)	NQ
Malta	MY ¹	New Guinea (now Papua New Guinea)	NO ¹
Man, Isle of (British Crown dependency)	IB	New Hebrides (now Vanuatu)	HN ¹
Manahiki Island	KH ¹	New Zealand	NZ ¹
Martinique	ZB ¹	Nicaragua	NU ¹
Mauritania	MU ¹	Niger	NN ¹
Mauritius	UM ¹	Nigeria	NG ¹
Mayotte, Territorial Collectivity of	YO ¹	Niue	IU ¹
McDonald Island and Heard Island	HE	Norfolk Island, Territory of (Australian external territory)	OF
Mexico (see separate list of Mexican States; use code MM only when state is unknown)	MM ¹	North Korea	KN ¹
Micronesia, Federated States of	FS ¹	North Vietnam (VN for reference only)	--
Moldova	LD ¹	Northern Ireland	NI
Monaco	MJ ¹	Norway	NW ¹
Mongolia	MG ¹	Okinawa	OI

COUNTRIES/DEPENDENCIES/TERRITORIES

Country/Dependency/Territory	Code	Country/Dependency/Territory	Code
Oman	OM ¹	Russia (USSR; SX for reference only)	RA ¹
Pakistan	PK ¹	Russian Federation	RF
Palau, Republic of	PD ¹	Rwanda	RW ¹
Panama	PM ¹	Saint Christopher (or Saint Kitts) and Nevis	TS ¹
Papua New Guinea (formerly New Guinea)	NO ¹	Saint Helena (dependent territory of United Kingdom)	HS
Paracel Islands	PF ¹	Saint Kitts (or Saint Christopher) and Nevis	TS ¹
Paraguay	PV ¹	Saint Kitts-Nevis-Anguilla (AW for reference only)	--
People's Democratic Republic of Yemen (ST for reference only)	--	Anguilla (now separate)	AE
People's Republic of China	RC ¹	Saint Christopher (or Saint Kitts) & Nevis	TS ¹
Peru	PU ¹	Saint Lucia	LU ¹
Philippines	PI ¹	Saint Pierre and Miquelon, Territorial Collectivity of	PS
Pitcairn, Henderson, Ducie, and Oeno Islands (dependent territory of United Kingdom)	PC	Saint Vincent and the Grenadines	VV ¹
Poland	PO ¹	San Marino	SH ¹
Polynesia, French	FP ¹	Sao Tome and Principe	TP ¹
Portugal	PT ¹	Sardinia (included in Italy)	IT ¹
Portugese Guinea (now Guinea-Bissau)	PG ¹	Saudi Arabia	SB ¹
Portugese Timor (now included in Indonesia; TI for reference only)	--	Scotland	SS ¹
Qatar	QA ¹	Senegal	SG ¹
Republic of Congo	RB ¹	Seychelles	SE ¹
Republic of Yemen	RY ¹	Sicily (included in Italy)	IT ¹
Reunion, Department of	RE	Sierre Leone/Sierra Leone	SA ¹
Rhodesia (now Zimbabwe)	RH ¹	Sikkim (now code as India; SK for reference only)	II ¹
Romania/Rumania	RU ¹	Singapore	SR ¹

COUNTRIES/DEPENDENCIES/TERRITORIES

Country/Dependency/Territory	Code	Country/Dependency/Territory	Code
Slovakia	LF ¹	Taiwan, Republic of China	TW ¹
Slovenia	LO ¹	Tajikistan	TJ ¹
Socialist Republic of Vietnam	RV ¹	Tanzania, United Republic of	TZ ¹
Solomon Islands (formerly British Solomon Islands)	BS ¹	Thailand	TH ¹
Somalia	SM ¹	Timor, Portugese (now included in Indonesia; TI for reference only)	--
South Africa	SF ¹	Togo	TO ¹
South Georgia and the South Sandwich Islands	GS ¹	Tokelau (New Zealand territory)	TK
South Korea	KO ¹	Tonga	TG ¹
South Vietnam (for reference only)	--	Tongareva	TQ
Southern Yemen (now Republic of Yemen; ST for reference only)	--	Trinidad and Tobago	TT ¹
South-West Africa (Namibia)	SJ ¹	Tromelin Island (French possession)	TM
Soviet Union (USSR; SX for reference only)	--	Trucial States (now United Arab Emirates)	TC ¹
Spain	SP ¹	Trust Territory of the Pacific Islands	TD
Spanish Sahara (now Western Sahara)	RS ¹	Tuamotu Archipelago	TF ¹
Spratly Islands	TE ¹	Tunisia	TU ¹
Sri Lanka (formerly Ceylon)	CY ¹	Turkey	TY ¹
Sudan	SU ¹	Turkmenistan	UR ¹
Surinam	ZC ¹	Turks and Caicos Islands (dependent territory of United Kingdom)	TR ¹
Svalbard (Norweigan territory)	SV	Tuvalu (formerly Ellice Islands)	TV ¹
Swaziland	SW ¹	Uganda	UG ¹
Sweden	SQ ¹	Ukraine	UK ¹
Switzerland	SZ ¹	United Arab Emirates (formerly Trucial States)	TC ¹
Syria	SY ¹		

COUNTRIES/DEPENDENCIES/TERRITORIES

Country/Dependency/Territory	Code	Country/Dependency/Territory	Code
United Arab Republic (now code as Egypt; UA for reference only)	EY ¹	Wallis and Futuna, Territory of the (French overseas territory)	WF
		West Bank	WB ¹
United Kingdom (see England, Scotland, Wales, Northern Ireland)	--	West Germany Federal Republic of Germany: 1945-1989 (WG for reference only)	--
United States of America (USA)	US* ¹		
Unknown Place of Birth	XX ¹	West Indies (for West Indies Islands not found in this listing)	WN ¹
Upper Volta (now Burkina Faso)	UV ¹		
Uruguay	UY ¹	Western Sahara, Independent State of (formerly Spanish Sahara)	RS ¹
USSR (Soviet Union; SX for reference only)	--	Western Samoa	WS ¹
Uzbekistan, Republic of	UZ ¹	Yemen, Republic of People's Democratic Republic of Yemen (ST for reference only)	RY ¹ --
Vanuatu, Republic of (formerly New Hebrides)	HN ¹	Yemen Arab Republic (YE for reference only)	--
Vatican City	VY	Yugoslavia	YG ¹
Venezuela, Republic of	VZ ¹	Zaire, Republic of (formerly Congo Kinshasa)	ZR ¹
Vietnam (VM for reference only) North Vietnam (VN for reference only)	--	Zambia, Republic of	ZM ¹
South Vietnam (VS for reference only)	--	Zimbabwe, Republic of (formerly Rhodesia)	RH ¹
Vietnam, Socialist Republic of	RV ¹	All others (use the code YY for any country/ dependency/territory not included in this listing)	YY ¹
Wales	WL ¹		

* The code US should be used in the following circumstances:

- To indicate the LIS of plates bearing the inscription "U.S. Government," U.S. military vehicle plates, and civilian aircraft of U.S. registration.
- To indicate the RES of boats that are U.S. Coast Guard documented United States vessels.
- Enter the code US in the MAK Field providing **all** of the following conditions exist:
 - The make of the firearm is unknown.
 - It was manufactured in the United States.
 - It is not a U.S. military-issued weapon as described in the *NCIC 2000 Operating Manual*.
- In Interstate Identification Index (III) records to indicate the POB of native Americans only when the actual state of birth is unknown.

¹ Denotes codes that may be used in the Citizenship (CTZ) Field.

