



Understanding the FBI Criminal History Record Information (CHRI)


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Course Objectives

- What is a (CHRI)?
- Usage of a (CHRI)
- Types of Responses (IAFIS)
- Types of FBI Records
- How to Read a (CHRI)
- Common Mistakes and How to Correct Them
- Expungements and Sealing Adult Records
- Learn Abbreviations and Terms
- Most Recent Change
- Who to Contact for Questions



4/4/2017 2



What is a (CHRI)?


Often referred to as a **"RAP sheet"**

"A criminal record or crime record which is the summary of an individual's **contacts** with law enforcement agencies. It provides details of all arrests, convictions, sentences, parole violations **as well as dismissals and not guilty verdicts committed by an individual.** In addition information about height, weight, eye and hair color, identifying marks, different names used by the person, different dates of birth, social security numbers used, fingerprint classification, race, and state and federal identification numbers of the individual are also provided."

4/4/2017 3

Use of the Criminal History Record


- Police
 - SSN or driver's license number is run
 - You have a RAP sheet that ultimately determines what happens next
- Pre-Sentencing Determinations
 - Outstanding warrants
 - Determines if you are released or detained



4/4/2017 4

Use of the Criminal History Record

- Prosecutors
 - Paint a picture about your past criminal actions
 - Character which can be used against you
- Courts
 - Determine final rulings or outcomes
- Employment/Licensing
 - Determine if a person is hired and receives a license or not




4/4/2017 5

Types of Responses (IAFIS)


- Error (or Reject) Response
 - L0008 is the most common one, print quality is too low
- "N" or No Record Response
 - Applicant has never been arrested
 - Model citizen
 - Good person for the job
- "I" or Positive Identification
 - Ident-record or RAP sheet
 - Applicant has been arrested

4/4/2017 6

 **Types of FBI Records**


- Criminal Background Check
 - NIGC only conducts this check
 - Name, DOB, age, alias', felonies/misdemeanors, sex crimes, body markings, charges, warrants and convictions

4/4/2017 7

 **Types of FBI Records**

- Nationwide Criminal Background Check
 - State/local law enforcement can do this check
 - Property ownership, past neighbors, marriages or divorces, driver's license information, 20 years addresses and phone numbers, federal and state tax liens, judgments, bankruptcies, relatives, pass roommates

4/4/2017 8


 **How to Read a (CHRI)**

Most important part of the (CHRI) is the **FBI Number**

- It allows tracking of entire (CHRI)
- Links all Fingerprints for a subject
- Links all Arrest Information for a subject
- Links Court Information for a subject

4/4/2017 9





Parts of the FBI (CHRI)

Cover Page includes:

- Transaction Control Number (TCN)
 - TCN number consists of the first six characters of your OCA, followed by the date of the submission, followed by the system generated six digit number
- Originating Agency Identifier (ORI)
 - Is your (OCA)
 - NIGC ORI is: **USNIGC00Z**
- Use and dissemination restrictions for (CHRI)
 - Position or occupation of the applicant


4/4/2017 10



Cover Page


- Master Name
 - Applicant's Name
- FBI Number (FNU)
 - FBI Identifier
- Date Requested
 - Date Prints Submitted
- Biographical Data
 - Height, Weight, Eye and Hair Color, Sex, Race, etc.

4/4/2017 11



Arrest Information

- Arrested or Received Date
 - Date of Arrest or Date CHRI/RAP sheet received
- State Identification Number (SID)
 - State Identifier for requesting a copy of an arrest taken place in a particular state
- Originating Agency Identifier (ORI)
 - Originating Case Agency Number (OCA)
- Charge (s)
 - List the crimes committed
- Record Updated
 - Date the record updated or received from NIGC




4/4/2017 12


 **Court Information**

Disposition – **final outcome of the arrest**

- Final Disposition
 - Court’s final determination of the arrest
- Interim Disposition
 - Temporary court order
 - Limited duration
- Non-Conviction Data
 - Not enough evidence; case is dropped
- Supplemental Court Data
 - Prior convictions that may affect the final disposition




4/4/2017 13

 **Supervision or Custody Information**

- Subjects under supervised release, mandatory release, parole, probation, pre-trial diversion (PTD) or special parole term (SPT)
- The agency listed will receive automatic notification of any criminal activity associated with this record as long as the **Flash** is active
- “Flash Expiration Date” (FED) is 10 years

4/4/2017 14


 **Wanted Notice Information**

Wanted Information will appear on a (CHRI) if there is an outstanding warrant for the subject’s arrest

4/4/2017 15

Wanted Notice Information

- Don't tip off the applicant or renewal employee
- Call 9-1-1, tribal law enforcement or security
- Notified the applicant or renewal employee about your findings
- Applicant is now in the hands of law enforcement



4/4/2017 16

Sex Offender Registry Information

Sex Offender Registry Information will appear on (CHRI) of subject's who have been convicted of sexually violent offenses


4/4/2017 17

Sex Offender Registry Information

1-DATE OF APPLICATION 2014/03/07R (DATE FP)
 AGENCY-NATL IND GAMING COMM WASHINGTON (USNIGC00Z)
 AGENCY CASE-MNWHEAR11
 CIVIL PRINT - 03/07/2014

- * SEXUAL OFFENDER REGISTRY INFORMATION *
- * THE SUBJECT OF THIS RECORD HAS REGISTERED AS A SEXUAL OFFENDER *
- * WITH THE FOLLOWING AGENCY: *
- * AGENCY-STATE BUREAU SAINT PAUL (MNBCA0000) *
- * AGENCY CASE - 2008POR021411 *
- * NCIC NUMBER - NIC/X801166936 *
- * REGISTERED AS - DUCK, DAISY DOLLY *

4/4/2017 18




Felonies, Misdemeanors and Infractions

➤ Felonies:

- reserved for more serious crimes and entail more serious punishments (death penalty)
- prison sentences of at least one year, fines or a combination of both
- subdivide felonies into degrees (lower the degree, more severe the crime)


4/4/2017 19



Felonies, Misdemeanors and Infractions

- can be broken into classes (A, B and so on), or levels of seriousness according to what punishments may be imposed
 - ✓ Arson
 - ✓ Rape
 - ✓ Murder
 - ✓ Sale of illegal drugs
 - ✓ Grand theft
 - ✓ Kidnapping

4/4/2017 20



Felonies, Misdemeanors and Infractions

➤ Misdemeanors:


- lesser crimes with lesser punishments
- prison sentences of less than one year, smaller fines or a combination of both
- alternative sentences, such as community service or rehabilitation programs
- subdivide misdemeanors into classes (A, B and so on)


4/4/2017 21

 **Felonies, Misdemeanors and Infractions**


- Infractions:
 - governed primarily by state laws
 - not considered to be a criminal offense
 - typically no jail time
 - fine imposed on those found guilty


4/4/2017 22

 **Possible Rulings/Outcomes**


- Conviction: is the outcome of a trial in which criminal defendant is found guilty 
- Deferral: refers to putting off something until a future date
- Deferral Adjudication: involves probation, treatment programs, and/or some type of community supervision
- Dismissed with Prejudice: a case is dismissed after adjudication; the plaintiff is barred from bringing an action on the same claim

4/4/2017 23

 **Possible Rulings/Outcomes**

- Dismissed without Prejudice: a case is dismissed; the plaintiff is allowed to bring a new suit on the same claim
- Acquittal: found not guilty 
- Not Guilty: is a plea entered; denying blame the charges
- Non Adjudication of Guilt: no final judgment; probation or community service
- Hung Jury: deadlocked jury; guilt or innocence cannot be made

4/4/2017 24




Examples of (CHRI)

- Error Response
- “N” or No Record Response
- “I” or Positive Identification

See Attachment 1


4/4/2017 25



Common Mistakes and How To Correct Them

- Common Mistakes
 - Incomplete dispositions of cases
 - ✓ reported arrest without a final disposition
 - Double entry of an arrest
 - Incorrect entries
 - Expunged or sealed information
 - ✓ should have been removed from your state and FBI RAP sheet


4/4/2017 26



Common Mistakes and How To Correct Them

- How to Correct Them
 - The FBI gets all of the information which includes from local, state and federal agencies
 - ✓ if there are mistakes on your FBI RAP sheet, contact the agency that supplied the information to the FBI
 - Find out how to change, correct or update information
 - Modifying the record
 - ✓ written notification from the appropriate criminal justice agency is needed

4/4/2017 27




Expungements and Sealed Adult Records

- Expungement and Sealed Records
 - Record of criminal conviction is destroyed or “sealed” from the state or federal agencies
 - Most states’ laws provide that:
 - ✓ it need not be disclosed, including to potential employers or landlords
 - Generally, if a criminal record is expunged or “sealed”
 - ✓ it's as though the crime never occurred and you can legally say (to a potential employer, for example) that you were never charged or convicted of a crime

See Attachment 2


4/4/2017 28



Expungements and Sealed Adult Records

- Click on the link below, which will guide you to conduct a State by State search:
<http://www.criminaldefenselawyer.com/topics/expungent-sealing-criminal-records>
- If you were or were not convicted of a crime?
- If you are eligible for an expungement?
- How to file for an expungement?


4/4/2017 29



Abbreviations and Terms

- (CHRI) Common Abbreviations
See Attachment 3
- (CHRI) Terms and Definitions
See Attachment 4

4/4/2017 30

 **Most Recent Change**


- If you receive an incomplete RAP with a ***denoted** from one of the below states, please let me know
NFF states are as follows:
NJ, MD, NC, GA, FL, WV, TN, IA, MO, KS, MN, OK, CO, WY, MT, ID, HI, OR
- FBI would send another request, update usually received
- FBI would send complete RAP to myself
- Forward the complete RAP sheet to you


4/4/2017 31

 **Who to Contact**

- Answers Hits to Warrants – (304) 425-9245
- Automated Processing/Expedite – (304) 625-4293 (day shift), (304) 625-4503 (midnight shift)
- Correspondence Group – (304) 625-5590 Customer Service Group
- Dispositions I (state, federal, MRD, IUI MKE) – (304) 625-9409
- Document Specialists (DocSpec) – (304) 625-9361
- Expungements – (304) 625-9321 (day shift), (304) 625-9341 (night shift)
- Flashes – (304) 625-9371
- Miscellaneous Documents (MiscDoc) – (304) 625-9290

4/4/2017 32

 **Questions & Answers**



4/4/2017 33

 **My Contact Information**

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4/4/2017 34
