



**NIGC Electronic Fingerprint Program**  
 Deborah Norton  
 Security Officer  
 National Indian Gaming Commission




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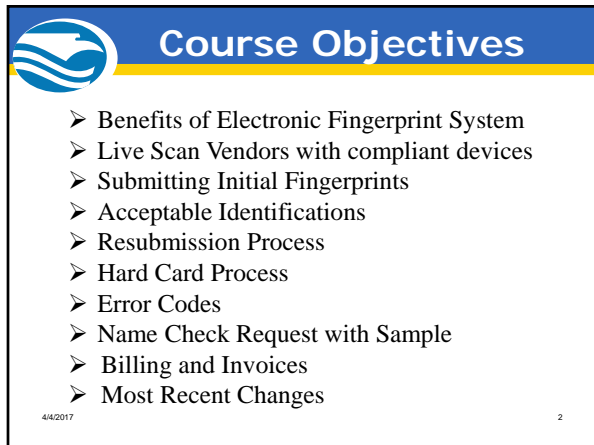
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**Course Objectives**

- Benefits of Electronic Fingerprint System
- Live Scan Vendors with compliant devices
- Submitting Initial Fingerprints
- Acceptable Identifications
- Resubmission Process
- Hard Card Process
- Error Codes
- Name Check Request with Sample
- Billing and Invoices
- Most Recent Changes

4/4/2017 2

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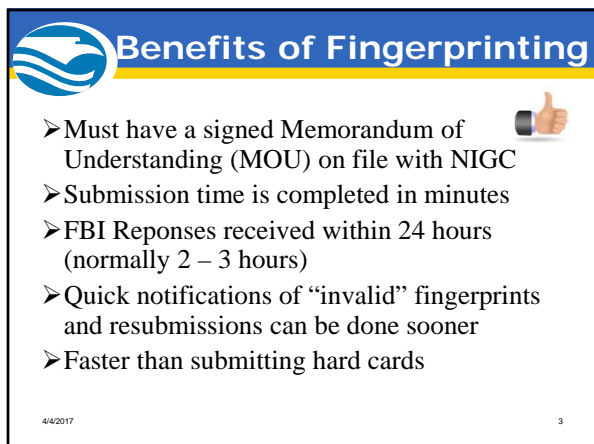
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**Benefits of Fingerprinting**

- Must have a signed Memorandum of Understanding (MOU) on file with NIGC 
- Submission time is completed in minutes
- FBI Responses received within 24 hours (normally 2 – 3 hours)
- Quick notifications of “invalid” fingerprints and resubmissions can be done sooner
- Faster than submitting hard cards

4/4/2017 3

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 **Live Scan Devices**

- Must be compliant with the FBI's EFTS standard.
  - NIGC Electronic Fingerprint Submission Interface Specifications
- Current Live Vendors
  - Cross Match
  - Morphotrust (formerly Identix) 
  - Comnetix
  - ID Networks
  - 3M Cogent Systems
  - Advanced Livescan Technologies, Inc.
  - Fieldprint Inc./Truescreen Inc.

4/4/2017 4

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 **Current Live Vendors**

- CrossMatch (85%) <http://www.crossmatch.com/> 
- Morphotrust (formerly Identix) (10%) [http://www.morphotrust.com/company/comp\\_contact.html](http://www.morphotrust.com/company/comp_contact.html)
- Comnetix (2 installations) <http://www.comnetix.com/contactus.php>
- ID Networks (2 installations) <http://www.idnetworks.com/>
- 3M Cogent Systems (3 installations) <http://www.cogentsystems.com/>
- Advanced Livescan Technologies, Inc. (2 installation) <http://www.advancedlivescantech.com>
- Fieldprint Inc./Truescreen Inc. (2 installations) <http://www.truescreen.com>

4/4/2017 5

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 **Submission of Initial Prints**

- Mandatory fields when submitting your prints (See Attachment 1)
- If you make a mistake, send me an email ASAP (i.e., incorrect SSN or DOB; misspelled name)
- Applicants with Sr., Jr., II or III should be entered after last name
- If you see the following statement on a RAP sheet: **"A CRIMINAL HISTORY REQUEST NOTIFICATION(S) WAS SENT BY THE FBI TO THE FOLLOWING ORGANIZATIONS, EXCEPT FOR THOSE INDICATING THAT THE REFERENCED SUBJECT IS DECEASED."** This means that the state is not obligated to report to the FBI that the applicant is deceased
- Reason Fingerprinted field, must read **"INDIAN GAMING LICENSEE"**

4/4/2017 6

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## Acceptable Identifications

- Driver's license
- State-issued photo identification card
- Military photo identification
- Passport or national photo identification
- Tribal identification card



4/4/2017

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## Resubmission Process

- Bring the applicant back into the office
- Resubmit within 45 days from the first "invalid"
- Generate a new set of prints, which will generate a new TCN number automatically
- Do the prints as normal
- In the **TCN TCR** field, manually enter in the **FBI TCN** number that starts with E2017
- At the end of the screen, you should see the **"Resubmit"** button
- If you send in the initial set of prints, they will come in as "duplicate" prints
- The error **"E0006 ....."** doesn't count as an invalid submission. It means that the dates aren't in sync (submission date and date printed)

4/4/2017

8

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## Hard Card Process

- When sending in your hard cards, make sure to manually write **"INDIAN GAMING LICENSEE"** in the Reason Fingerprinted field
- Make sure that the applicant signs the hard card
- Incomplete hard cards will be sent back  
(See Attachment 7)
- It should take 3-5 days including FedEx or mailing for the response to be returned to you
- If you need hard cards, please send me an email with the following:
  - POC to mail them to , Address, Number of cards needed
- Sample Fingerprint Card (See Attachment 8)

4/4/2017

9

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## Error Codes

- VPN Error Codes (See Attachment 2)
  - If you have issues establishing a connection
- Most Common Rejected Prints (See Attachment 3)
  - L0008.....low quality of prints
- Transaction Rejection Codes (See Attachment 4)
- State Identification Bureau Contacts (See Attachment 6)
  - List of contact phone numbers if you submit to the state and NIGC

4/4/2017 10

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## Name Check Request

- Name Search Check Request requires two invalid submissions
- The error code **“E0006 The value of element 1.05 is inconsistent with the value of element 2.038”** is NOT a valid error
- 4-6 weeks for results to come back
- Must use CJIS Name Check Request Form 2017 (See Attachment 5)
- Complete **ONLY** the bottom half of the form
- Must put the two TCN numbers that start with **E2017**
- Send all Name Search inquiries to myself



4/4/2017 11

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## Sample Name Check

Subject of Name Check

- Two Transaction Control Numbers (TCN, E#s) of the subject's fingerprint submission:
  - (1) **E201720151210110055** (2) **E201720151210141159**
  - 
  - \*Name: DEBORAH NORTON \*Alias: N/A
  - 
  - \*Date of Birth: 01/03/1965 Place of Birth: DC Sex: F Race: B
  - 
  - \*Social Security Number: 123-45-6789 Miscellaneous Number: \_\_\_\_\_
  - 
  - State Identification Number: \_\_\_\_\_ OCA: DCCONT01
- \*Items in RED are mandatory fields.

4/4/2017 12

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## Billing/Invoices

- Billing/Invoices are handled by Beverly Carter
- They are sent out at the beginning of the month for the previous month submissions
- Send updated POC and mailing address to Beverly Carter  
[@beverly\\_carter@nigc.gov](mailto:beverly_carter@nigc.gov)

4/4/2017

13

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## Things to Remember

- When an applicant is up for renewal, **DO NOT** send an old set of prints 
- If you're unsure if a submission was received, please email or call me before resubmitting
- If you're waiting for a response or missing one, please email or call me before resubmitting
- If within your submission software it reads **"Queued for Transmission"**
- Live scan device calibrated or clean
- Changes in staff, married/divorce, email address

4/4/2017

14

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## Most Recent Changes

- NIGC Correct Mailing Address 
  - NIGC Attn: (whoever it is addressed to)**
  - C/O Department of the Interior**
  - 1849 C Street N.W.**
  - Mail Stop #1621**
  - Washington, D.C., 20240**
- 2017 CJIS Name Check Form
- Amended MOU, March 2017
- Fingerprint processing fee \$18 per submission

4/4/2017

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 **Questions & Answers**



4/4/2017 16

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 **My Contact Information**

Deborah Norton

 202.632.7034 (desk)

202.213.6473 (cell)

[deborah\\_norton@nigc.gov](mailto:deborah_norton@nigc.gov) 

4/4/2017 17

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