



BULLETIN

No. 1996-2

Date: March 18, 1996

Subject: Notification of change in FBI Fingerprint Returns

The National Indian Gaming Commission (NIGC) has recently been advised by the FBI, that effective June 30, 1996, all civil non-ident applicant fingerprint cards will not be returned to the contributing agency. This means that the NIGC will no longer receive the fingerprint card when the search fails to locate a prior arrest record. As you know, when a search fails to reveal a prior arrest record, the FBI places a stamp on the back of the fingerprint card which reflects "NO ARREST RECORD". Instead of receiving the applicant fingerprint card, the response will now be printed on standard 8 1/2 by 11 inch paper. The FBI hopes that by eliminating the manual processing of fingerprint cards through their mail room operation, the response time will be reduced by 2 - 5 days. The FBI will continue to provide the fingerprint card and arrest record for those individuals that have been identified with an arrest record.

Attached (on back) is a sample of the new response. You will note that the response does not indicate which tribe submitted the fingerprint card. Therefore, in order for the NIGC to determine which tribe submitted the fingerprint card and to insure that the correct tribe will receive the response, the NIGC has assigned a unique number to each tribe. This number must be placed in the OCA block on the front of the fingerprint card.

It is imperative that each tribe begin using the OCA number immediately. If the NIGC receives fingerprint cards without the OCA number indicated, the fingerprint cards will be returned to the tribe, unprocessed. PLEASE INSURE THAT THE INDIVIDUAL(S) RESPONSIBLE FOR COMPLETING THE FINGERPRINT CARDS ARE NOTIFIED OF THIS CHANGE AND OF THE NEED FOR THE OCA NUMBER.

For those tribes that submit fingerprint cards through a state agency, you should comply with the processing procedures established by that agency.

Please contact Linda Sumner or Beverly Carter at 202/632-7003 to obtain your tribe's OCA number.

CIVIL APPLICANT RESPONSE

PCN 951234567890 OCA 9999999999

SMITH, JAMES W 5'11" 081575

MNU 999999999999 SOC 999999999 SEX M

PRT REC

080995

USNIGC00Z NATIONAL INDIAN GAMING COMMISSION

WASHINGTON, DC

A SEARCH OF THE FINGERPRINTS ON THE ABOVE INDIVIDUAL HAS FAILED TO DISCLOSE PRIOR ARREST DATA.

081195 DIVISION 1

FEDERAL BUREAU OF INVESTIGATION

** SPECIAL INFORMATION

CIVIL NON-IDENT FINGERPRINT CARD FOR
THIS SUBJECT HAS BEEN DESTROYED

* * *

(ORI MAILING ADDRESS)

CJIS Information Letter 95-5

PCN is the Processing Control Number assigned by the FBI

OCA number is a unique number for each Tribe to be assigned by NIGC

MNU is Miscellaneous Number

SOC is Social Security Number

PRT REC is the date the print is received at the FBI

The date underneath the search information is the date the FBI completed their search