TAP
TRIBAL ACCESS PROGRAM
FOR NATIONAL CRIME INFORMATION
ENSURING THE EXCHANGE OF CRITICAL DATA

U.S. Department of Justice (DOJ)
Justice Criminal Information Services (JCIS)
Training for the Tribal Access Program

Department of Justice
Office of the Chief Information Officer
Office of Tribal Justice

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Training Objectives

- Identify the purpose of each criminal information system within the Justice Criminal Information Services (JCIS)

- Recognize how your agencies can utilize these systems to provide criminal justice information to support the Tribe's public safety and administrative mission

- Hands on training for how to take fingerprints and submission of historical data via scanning of inked cards

- Hands on training for how to enter/query person and property files and submission of historical data such as orders of protection
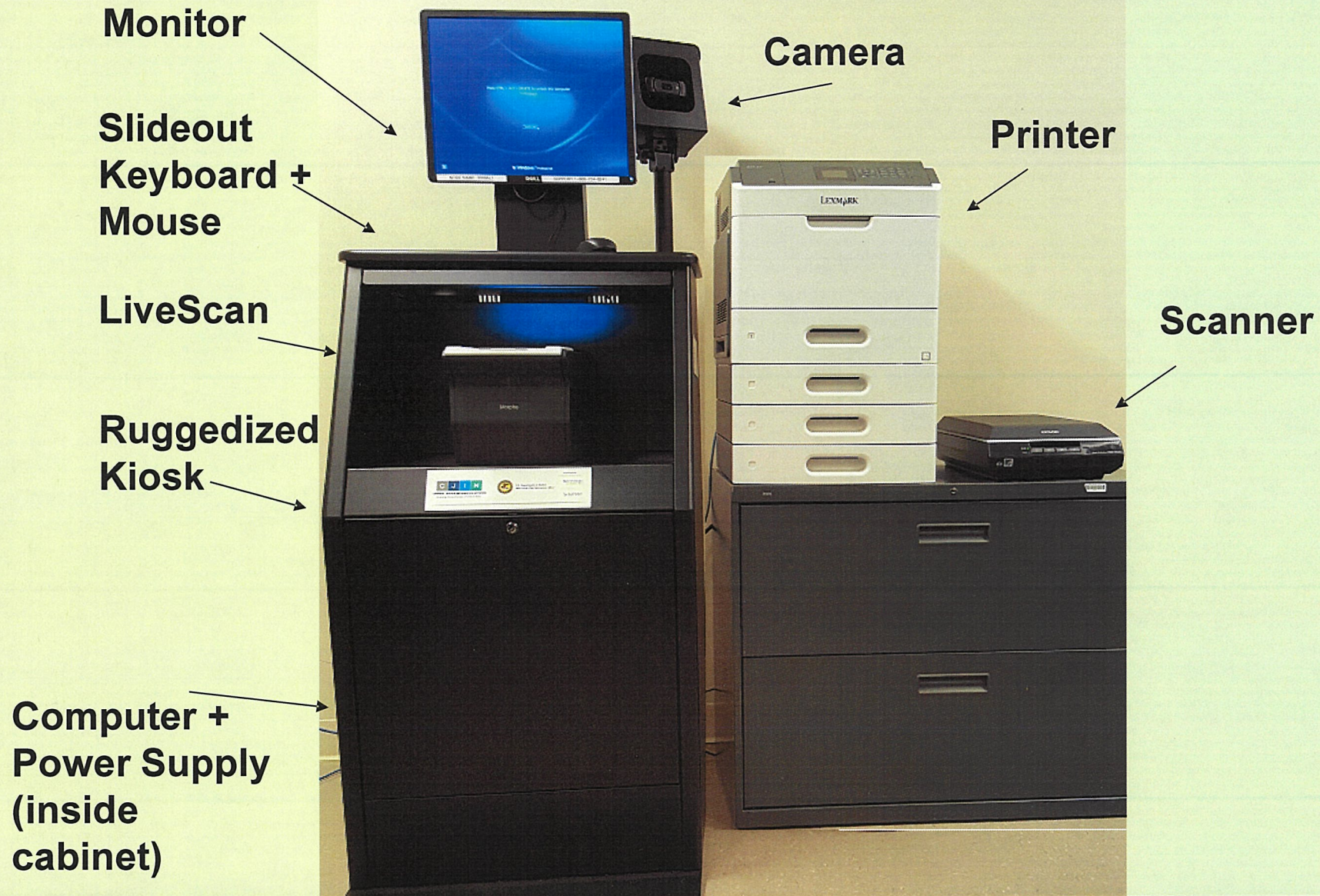
- Welcome and Introductions

- Overview of TAP

- Administration of Criminal Justice Uses of TAP

- Civil Agency Uses of TAP

- Hands on Training with Justice Web Interface to NCIC (JWIN)

- Hands on Training with the TAP Workstation
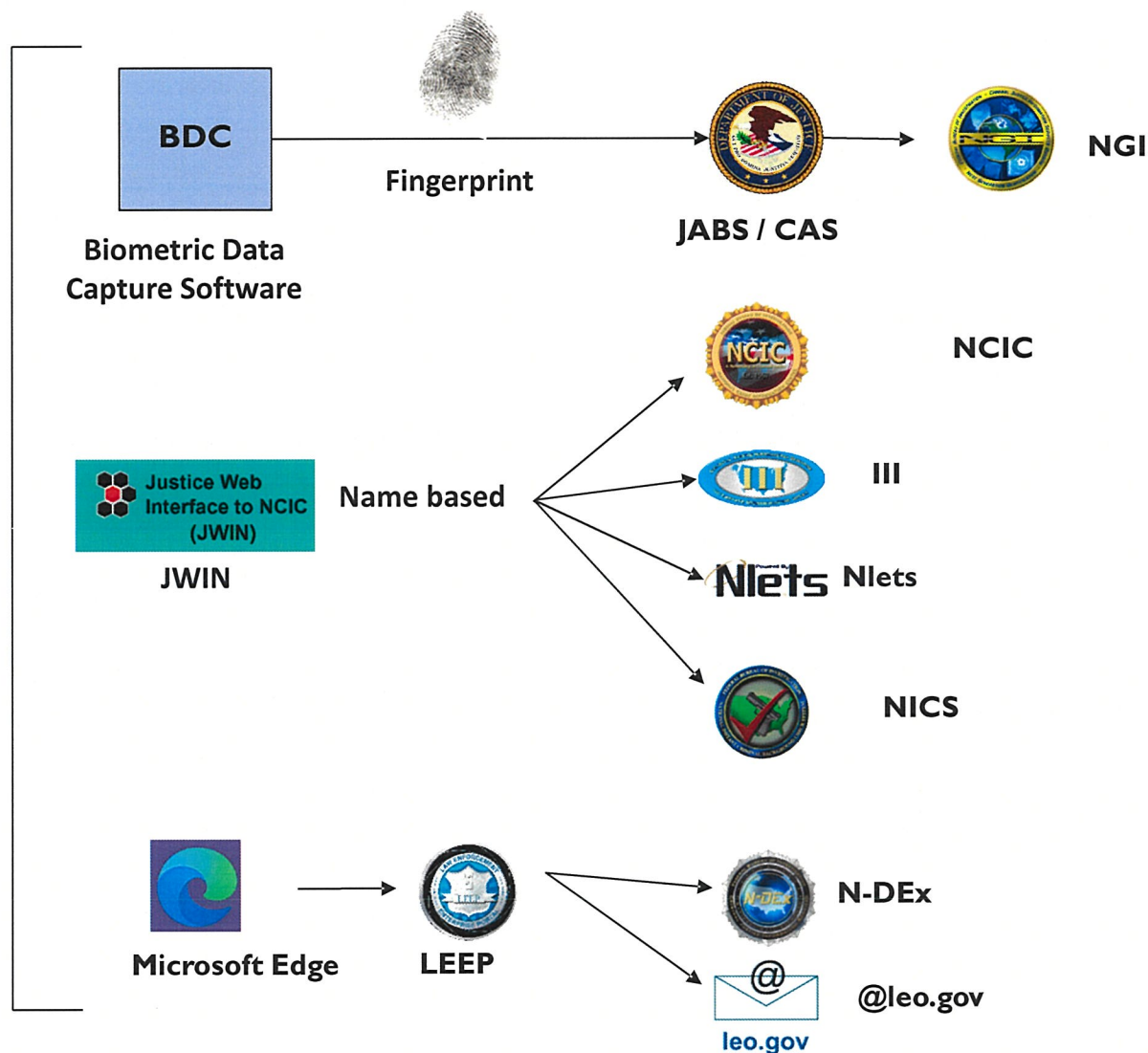
CJIS Systems:
DOJ JCIS and State Networks

- FBI's Criminal Justice Information Systems Division(CJIS) FBI maintains the FBI's central repository for criminal justice information servicesand provides a telecommunication network to the CJIS System Agency (CSA) in each of the 50 states, the District of Columbia, U.S. Territories, Canada, and various federal agencies including DOJ.

- Tribal access to FBI CJIS-maintained information is authorized by federal law. Authorized tribal agencies access this information either through a State CSA or through the DOJ TAP.

- DOJ is the CSA for several federal agencies as well as for federally recognized tribes participating in TAP. The network DOJ manages is called Justice Criminal Information Services(JCIS).

- Tribes will also have access to State level information (e.g Drivers License, Vehicle Registrations) via Nlets which is a private interstate data-sharing network operated by the individual States.

TAP Workstation: With Cabinet

Monitor

Slideout Keyboard + Mouse

LiveScan

Ruggedized Kiosk

Computer + Power Supply (inside cabinet)

Camera

Printer

Scanner

TAP FULL – JCIS Systems Access

TRIBAL ACCESS PROGRAM

BDC

Biometric Data Capture Software

Fingerprint

JABS / CAS

NGI

Justice Web Interface to NCIC (JWIN)

JWIN

Name based

NCIC

III

Nlets

NICS

Microsoft Edge

LEEP

N-DEx

@leo.gov

leo.gov

What is MESA?

MESA

NGI

MESA provides access to NGI

- Perform Criminal Bookings, Inquiries and Sex Offender Registrations

- Perform FINGERPRINT-BASED background checks
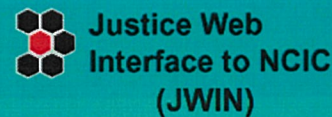
NGI is a Biometric database

- Provides verification of identity and access to fingerprint-based criminal histories.

What is JWIN?

JWIN

Justice Web Interface to NCIC (JWIN) allows Terminal Operators to perform **NAME-BASED** interactions with the following systems

Justice Web Interface to NCIC (JWIN)

III

Criminal History

A national index of name-based criminal histories, or rap sheets.

Nlets

State Databases

International Justice and Public Safety Network

NCIC

People and Property

Criminal database containing information on property and persons

NICS

Firearms & Explosives

Used to determine eligibility to possess firearms and/or explosives. Participating TAP agencies contribute information to NICS.

What is LEEP?

LEEP

Encrypted Email

leo.gov

Secure Email

Secure email for communication with NGI

N-DEx

Investigative

A national investigative information sharing system

- **SORNA Officers** can process complete sex offender registration and check-ins, including fingerprints, palm prints and mug shots. *(MESA and OpenFox Messenger)*

- **Police and Correctional Officers** can process criminal bookings. *(NGI/III via MESA)*

- **Police** can query persons and property, including missing persons, wanted persons, stolen property, recovered guns, and registered sex offenders. *(NCIC via OpenFox Messenger)*

- **Police** can access databases for officer safety-related information, including gang members and known or suspected terrorists. *(LEEP). (NCIC via OpenFox Messenger)*

- **Police and Criminal courts** can enter arrest warrants into national databases for off-reservation awareness and enforcement. *(NCIC via OpenFox Messenger)*

- **Prosecutors** can enter charging documents and dispositions for criminal charges to keep prohibited individuals from purchasing firearms. *(NICS via OpenFox Messenger)*

- **All LE CJAs and NLE-CJAs** can conduct queries in the National Data Exchange (N-DEx) to obtain national historical case information and cross-check police reports for investigative purposes. *(LEEP/N-DEx)*

What participating agencies can do through TAP

- **Pretrial services** can obtain complete criminal histories to make release recommendations. *(III via OpenFox Messenger)*

- **Police and correctional officers** can conduct fingerprint-based inquiries on people refusing to identify themselves to ascertain true identity and criminal history. *(NGI/III via MESA)*

- **Probation and parole officers** can conduct name-based checks to determine if supervised individuals have new charges. *(III via OpenFox Messenger)*

- **Civil Courts (Domestic Violence/Stalking)** can conduct name-based checks in conjunction to orders of protection as well as enter orders of protection. *(NCIC/III via OpenFox Messenger)*

- **Social Services can conduct fingerprint-based** record checks on employees, prospective employees, and volunteers who have regular contact with or control over Indian children, such as foster care, schools, daycare, school transportation, and parks and recreation (*MESA and LEEP*)

- **CPS can conduct name-based** criminal history and NCIC checks in cases on child abuse, neglect or exploitation*(OpenFox Messenger Only)*

- **Child Support Enforcement** *(Limited NLETS access via OpenFox Messenger)* can conduct drivers' license and vehicle registration checks in support of Child Support Enforcement activities

- **Human Resources (HR) can**:

  - conduct **fingerprint-based** record checks on employees, prospective employees, and volunteers who have regular contact with or control over Indian children, such as schools, daycare, school transportation, and parks and recreation. (*MESA and LEEP*)

- **Housing can:**

  - request law enforcement to conduct name-based checks employees or prospective employees and to screen applicants or tenants receiving housing assistance, and for lease enforcement or eviction

  - conduct fingerprint-based record checks for employees or prospective employees and to screen applicants or tenants receiving housing assistance, and for lease enforcement or eviction. (*MESA and LEEP*)

- **TAP Point of Contact**

  - The Tribal POC is a senior Tribal leader, who serves as the primary point of contact (POC) between Tribe and DOJ/TAP

- **TAP Terminal Agency Coordinator**

  - Each agency using JCIS systems has a Terminal Agency Coordinator (TAC) who serves as the point-of-contact between the DOJ CJIS Systems Officer (CSO) and the agency for all matters relating to JCIS systems including agency compliance with JCIS policies

  - These responsibilities may be delegated by the TAC but the TAC remains accountable for all delegated responsibilities, and cannot delegate core TAC functions

- **DOJ Business Relationship Manager (BRM)**

  - TAP team representative assigned to liaison with the Tribe and tribal agencies

- The ORI is a nine-character identifier assigned by FBI CJIS which authorizes agencies to access criminal justice information and identifies the agency in all transactions

- Tribal Agencies should be aware of other ORIs when reviewing criminal histories

Law Enforcement ORIs

MTDIT0100

Non-Law Enforcement ORIs

MTDIT227A

Civil (NCJA) ORIs

MTDIT527F

ORIs for Law Enforcement Criminal Justice Agencies (LE-CJAs)
Non Law Enforcement Criminal Justice Agencies (NLE-CJAs)

TAP | **TRIBAL ACCESS PROGRAM**

A — Prosecuting Attorney's Offices (includes District Attorney's Offices, Attorney General's Offices, etc.)

B — Pretrial service agencies and pretrial release agencies

C — Correctional institutions

D — Civil Courts (Domestic Violence/Stalking and entry of orders of protection)

G — Probation and parole offices

J — Courts and magistrates offices

N — Dispatch centers

00 — Law Enforcement Agencies

ORIs for Civil (NCJA) Agencies

X — Civil Courts (entry of NICS prohibitors)

F — Governmental social service agencies which investigate or respond to reports of child abuse, neglect, or exploitation

Q — Public housing agencies

Z — Other – e.g. Agencies whose personnel and volunteers have regular contact with or control over Indian children

S — Child Support Enforcement

- Criminal Justice Information (CJI) is all information provided by FBI CJIS to support law enforcement and civil agency missions such as: biometric, identity history, biographic, property, and case/incident history data.

- CJI must be safeguarded in accordance with CJIS guidelines while it is in transit, being stored, or being destroyed.

- Persons accessing CJI must complete:

  - Fingerprint-based Background Check and

  - CJIS Security Awareness Training (CSAT)

  - NCIC Operators must take NCIC training and pass certification test

  - Demonstrated need to view and use the information

Agency Service Model

- **What does agency service model mean?**
  - Answer: Determines how agencies will work with each other to share criminal justice information

- **Why are agency service models important?**
  - Answer: The agency service model specifically identifies what each agency will do, who they will partner with, and the responsibilities of each agency when sharing criminal justice information

- **What are the three types of service models?**

  - Self-Service

  - Servicing agency providing full CJI to serviced agency

  - Servicing agency providing Go/No Go to serviced agency

How your Agencies are Handling CJI

How will CJI be transmitted between agencies?	How will agencies store CJI?	How will CJI be destroyed?
Possible solutions: ▪ Email using LEEP ▪ Hand carry in a concealed manner ▪ Mail	**Possible solutions:** ▪ Locked office ▪ Locked drawer/cabinet ▪ Place in an envelope/folder	**Possible solutions:** ▪ Shred/Burn ▪ WHO is performing the above function is important

- Ensure that your agencies identify and document any internal processes
- An audit may occur within the next year and then every 3 years for both HR and CJA
- As CSA for Tribes, DOJ is audited as well

- TAP provides access to FBI CJIS criminal justice information databases

- TAP workstation has three applications that provide access to more than half dozen criminal information databases.

  - Fingerprint-based checks (MESA)

  - Name-based checks (OpenFox Messenger)

  - Browser (Law Enforcement Enterprise Portal)

- An ORI is assigned to each agency participating in TAP and determines what agencies can access and under what conditions

- Criminal Justice Information (CJI) is a protected type of information.

  - Must meet CJIS Security Policy requirements for access

  - Policies in place for CJI in-transit, at rest, and for destruction

- Service Model defines who (what agency) will perform which services (various record checks) for another agency and the policies around this agreement