Chapter 11
ACIC
&
NCIC

0.50 Hours

Shannon McCuin, RPL

University of Arkansas Police Department

Revised: July 18, 2018

Arkansas Basic Telecommunicator Course

References:

APCO Institute Public Safety Telecommunicator 1, Seventh Edition, 2016

National Emergency Number Association, wwww.nena.org

ACIC (http://www.acic.org)

NCIC (https://www.fbi.gov/services/cjis/ncic)

Training Aids:

Prezi Presentation
Computer

Coordination/Personnel:

Elizabeth Jones, ALETA Camden
Gary "Bud" Gray, North Little Rock Emergency Services
Steve Harrison, Central EMS
Carla Holcroft, Washington County Sheriff's Office
Shannon McCuin, University of Arkansas Police Department
Amy Barnette, White County 911

Instructional Unit Summary:

Chapter 11 ACIC/NCIC

Lesson Purpose:

The purpose of this block of instruction is to teach the student about ACIC & NCIC and the vital role it plays in the day to day operations of the Communications Center.

Instructional Objectives:

At the conclusion of this block, the student will be able to:

1. Demonstrate the importance of ACIC
2. Know the difference between basic, advance, justicexchange and VINE.
3. Demonstrate the importance of NCIC
4. Understand what files are available through NCIC
5. Understand that misuse of the system is a felony

I. INTRODUCTION

ACIC & NCIC play a vital role in the day to day operations of the PSAP. Both are responsible for providing information technology services to Arkansas and across the nation.

II. BODY

A.   ACIC

1.   ACIC is the state agency responsible for providing information technology services to law enforcement and other criminal justice agencies in Arkansas. The principal role of ACIC is the administration of a comprehensive data system that is accessible by criminal justice agencies in over 250 locations in Arkansas. This state system is interfaced with the FBI National Crime Information Center, as well as similar systems in the other 49 states. ACIC also collects and publishes statistics on crime, manages the crime victim notification system, and the state sex offender registry.

2.   Access to most data maintained in the ACIC system is restricted to governmental criminal justice officials for criminal justice purposes, and is specifically exempted from the Freedom of Information Act.

i.   Network control is responsible for technical assistance, and general liaison with system users, including off line searches and investigative research, records validation, audit coordination, and information security. It is also responsible for the Crime Victims Notification Program, JusticeXchange, Alert Express, the Electronic Logbook for ephedrine and pseudoephedrine sales and the Metal Theft sales log. The division is also responsible for

statistical analysis and Uniform Crime Reporting, all of the ACIC Field Agents, and conducts all ACIC training.

    ii.   Repository Division is responsible for administering the state's central repository of criminal history records and manages the Arkansas Sex Offender Registry. The division is also responsible for all misuse investigations and is the public information office of ACIC.

    iii.   Information Services Division is responsible for the technical operations of ACIC, including systems analysis, design, programming and maintenance of all computer applications.

B.   NCIC

    1.   NCIC is the, "electronic clearinghouse of crime data that can be tapped into virtually every criminal justice agency nationwide, 24 hours a day, 365 days a year" (NCIC, 2018).

    2.   Criminal justice agencies enter records into NCIC that are accessible to law enforcement agencies nationwide. The system also contains images that can be associated within a NCIC record to help agencies identify people and property items.

C.   Training Requirements

    1.   Basic

    i.   Training is required of all individuals operating an ACIC access device. The ACIC BASIC class consists of at least four hours of training on ACIC policy, procedures and the laws regulating

the access and use of ACIC and CJIS data. Operators who successfully complete ACIC BASIC training are authorized to inquire upon ACIC information but are not authorized to add or modify ACIC information. It is MANDATORY for all operators to successfully complete this training requirement within 60 days of employment.

 ii. ACIC provides a beginners guide. You can access this guide by going to the ACIC portal.

2. Advanced

 i. Training is required of all ACIC access device operators who wish to enter or modify data in the ACIC system. ACIC BASIC training is a prerequisite for enrollment in this course. Additionally, there is a mandatory waiting period of 30 days between successful completion of ACIC basic training and scheduling of ACIC advanced training. the ACIC advanced class consists of at least 32 hours of instruction. Operators who successfully complete ACIC ADVANCED training are considered to have "full access" are authorized to enter, modify, clear, and query data.

D. Misuse of System

1. Misuse of information from the ACIC system is a felony with a fine up to six years in prison and/or $10,000 fine, as defined in A.C.A. 12-12-212 and 12-12-1002(b).

E. NCIC Entries

1. Criminal justice agencies enter records into NCIC that are accessible to law enforcement agencies nationwide. The system also contains images that can be associated with NCIC records to help agencies identify people and property items. The Interstate Identification Index, which contains automated criminal history record information, is accessible through the same network as NCIC.

2. NCIC Files: The NCIC database includes 21 files (seven property files and 14 person files).

F. Criminal Justice Agencies/Networks

1. The Interstate Identification Index (III) contains automated criminal history record information, is accessible through the same network as NCIC.

2. Justicexchange is a nationwide information-sharing solution for criminal justice professionals, providing them with an instant, up-to-date database of booking records, warrants and other data from thousands of agencies across the country.

3. VINE (Victims Information Network Everyday) is a victim notification network, empowering victims and concerned citizens with timely and reliable information regarding offenders. VINELink can be accessed 24 hours a day, seven days a week, to provide the most reliable information for custody status changes and criminal case information.

III. CONCLUSION

Telecommunicators are given a vast array of information regarding personal information using ACIC & NCIC, it is imperative that this information only be used for criminal justice purposes and laws and/or rules associated with the systems are followed.