

NCIC 2000 Operating Manual
GANG FILE

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OVERVIEW

The National Crime Information Center (NCIC) Gang File has been designed to provide identifying information about violent criminal gangs and members of those gangs to law enforcement personnel. This information serves to warn law enforcement officers of the potential danger posed by violent individuals and to promote the exchange of information about gangs and members to facilitate criminal investigations.

Because the Gang File information is based, in part, on investigative information not previously subject to independent judicial review, strict adherence to policy on the security, use, and dissemination of Gang File information is necessary.

SECURITY

Gang File information is exclusively for the use of criminal justice agencies for criminal justice purposes. In no case should Gang File information be disseminated to any noncriminal justice agency.

The security measures to be accorded criminal history record information as set out in the *CJIS Security Policy* should be followed with respect to the Gang File and the information contained therein.

DEFINITION OF A RECORD SUBJECT

The Gang File is composed of two components or "capabilities," both intended to accomplish the two major goals of the file: 1) promoting the identification of groups and group members and 2) facilitating the exchange of information about these groups and members.

1. The **Group Reference Capability (GRC)** provides information about gangs. This capability can be accessed by an individual QCG inquiry.

2. The **Group Member Capability (GMC)** provides information in a format similar to Wanted Person File records about individual members of gangs. This capability can be accessed by an individual QGM inquiry and by automatic cross-search with all files searched by a QW, QWA, QWE, QWF, QWS, or ZW inquiry (or any related transaction such as an entry which generates an inquiry).

NCIC 2000 GANG FILE GROUP REFERENCE CAPABILITY (GRC)

SECTION 1--GRC INTRODUCTION

1.1 BACKGROUND

The GRC enables the on-line entry and retrieval of records for qualifying gangs by group and subgroup name. Though searchable by either group or subgroup, it is unlikely that searching by group will yield results specific enough for practical use. While providing limited group identifying information, the main feature of the GRC is to identify those agencies which are willing to provide more details on a particular gang. Therefore, multiple agencies may be listed as references in a single record.

1.2 CRITERIA FOR GRC ENTRY

CRITERIA FOR ENTRY OF A GRC

For purposes of entry in the GRC, a **gang** must meet the following criteria:

1. The group must be an ongoing organization, association, or group of three or more persons and
2. The group must have a common interest and/or activity characterized by the commission of or involvement in a pattern of criminal activity or delinquent conduct.

Criminal or Delinquent Conduct includes narcotics distribution, firearms or explosives violations, murder, extortion, obstruction of justice (including witness intimidation and/or tampering), and any other violent offenses such as assault, threat, burglary, and/or carjacking.

Delinquent Conduct, as with the Wanted Person File, is conduct of a juvenile which would be a crime if committed by an adult.

Criminal Conduct includes acts committed during incarceration which are often labeled disruptive and which could be punished as crimes.

Agencies must have documentation (electronic or hard copy) on file to support a GRC entry.

1.3 MESSAGE KEY (MKE) CODES FOR GRC RECORDS

Message	MKE	Translation
Entry-Gang	EGG	CRIMINAL GANG
Modify	MGG	
Cancel	XGG	CANCELED GANG
Inquiry	QGG	
Supplemental entry	EGGN	
Supplemental cancel	XGGN	

1.4 RETENTION PERIOD FOR GRC RECORDS

Single-interest records are retained indefinitely or until removed by the originating agency.

Multiple-interest records are retained indefinitely or until all agencies remove their interest in the record.

1.5 GRC VALIDATION

There is no validation schedule for GRC records.

1.6 GRC MESSAGE FIELD CODES AND EDITS

Code Field	Edits
DOC Date of Cancellation	Must be a valid Gregorian date (YYYYMMDD) equal to current date or current date minus one.
DRS Identifying Dress	May contain alphabetic, numeric, commas, hyphens, and slashes.
GNG Group Name	Must be a valid NCIC assigned group name code.

GTI Identifying Graffiti May contain alphabetics, numerics, commas, hyphens, and slashes.

HND Identifying Hand Signals May contain alphabetics, numerics, commas, hyphens, and slashes.

MIS Miscellaneous Free text.

POC Agency Point of Contact May contain alphabetics, numerics, commas, hyphens, and slashes.

SGP Subgroup Name Must be a valid NCIC-assigned subgroup name code or NONE KNOWN.

TTO Identifying Tattoos First ten characters must conform to a valid SMT code as listed in Personal Descriptors, *NCIC 2000 Code Manual*.

NCIC 2000-formatted Messages May Also Contain the Following Fields:

ENS Expanded Name Search Must be Y or N.

IMN Image NCIC Number A self-checking number automatically assigned by NCIC to each accepted image record and consists of the alphabetic character I followed by nine numeric characters. Must have valid check digit.

IMT Image Type Must be a valid NCIC-assigned code as listed in the Image File chapter of this manual.

IND Image Indicator Must be Y or N.

RSH Related Search Hit Must be Y or N.

VLN Name of Validator Any valid characters representing validator.

1.7 CRITERIA FOR REJECTING DUPLICATE GRC RECORDS

If the GNG and SGP Fields match a record already on file and the Originating Agency Identifiers (ORIs) match, the second entry will be rejected with the message REJECT ON FILE with the duplicate record provided with the reject message.

If the enter transaction contains duplicate data in the GNG and SGP Fields with different ORIs and the base record has less than 99 pairs of ORI/POC data associated with it, the ORI and POC data are stored and become part of the initial GRC record. If there are 99 pairs of ORI/POC data associated with it, the entry will be rejected with the message REJECT NOT AUTHORIZED.

1.8 IMAGE CAPABILITY

The Image File chapter of this manual contains information regarding entry, modification, cancellation, and inquiry of images in NCIC 2000.

SECTION 2--GRC ENTRY

2.1 ENTRY OF A GRC RECORD

The first agency (primary ORI) which enters a particular group/subgroup combination for a gang (EGG) GRC record is responsible for all fields of the base record and supplemental record except for additional ORI/Point of Contact (POC) data entered by subsequent originating agencies. Subsequent entries for that particular group/subgroup will be permitted to allow another agency to express an interest by adding its own ORI and point of contact information. The subsequent agency **cannot** enter or modify any field in the record other than its own ORI or POC Fields. If subsequent entries contain data in the TTO, HND, GTI, DRS, or MIS Fields, those data will be ignored.

2.2 EXAMPLE OF A GRC ENTRY

```
1N01HEADER.EGG.MD1012600.CRIPS*WADC.ROLLING 50S*WADC.  
SGT ABNER DOUBLEDAY GANG UNIT 908 555-1111.  
TAT L CHK DAGGER OR TEARDROPS.BLUE BANDANNA.CIR THUMB AND RING FNGR.
```

```
BK 50S.PROFESS TO ATTACK POLICE ON ANY CONTACT
```

This example contains: header (1N01HEADER), message key (EGG), Originating Agency Identifier (MD1012600), group name (CRIPS*WADC), subgroup name (ROLLING 50S*WADC), agency contact point (SGT ABNER DOUBLEDAY, GANG UNIT, 908 555-1111), tattoo description (TAT L CHK DAGGER OR TEARDROPS), dress/garb description (BLUE BANDANNA), hand sign description (CIR THUMB AND RING FNGR), a graffiti description (BK 50S), and additional information in the MIS Field (PROFESS TO ATTACK POLICE ON ANY CONTACT).

Acknowledgment:

1L01HEADER
MD1012600
MKE/CRIMINAL GANG
GNG/CRIPS*WADC SGP/ROLLING 50S
CONTACT AGENCIES:
MD1012600 SGT ABNER DOUBLEDAY GANG UNIT 908 555-1111
DATE FIRST ENTRY/20000107 1300 EST
TTO/TAT L CHK DAGGER OR TEARDROPS
DRS/BLUE BANDANNA
HND/CIR THUMB AND RING FNGR
GTI/BK 50S
MIS/PROFESS TO ATTACK POLICE ON ANY CONTACT
CONTACT AGENCIES LISTED FOR FURTHER INFORMATION
NIC/Z000893451

Subsequent entries for this record by a different agency should use the following format:

1N01HEADER.EGG.DC1012300.CRIPS*WADC.ROLLING 50S*WADC.GANG UNIT,
SGT YORK 202 555-1234

Acknowledgment:

1L01HEADER
MD1012600

MKE/CRIMINAL GANG
GNG/CRIPS*WADC SGP/ROLLING 50S*WADC
CONTACT AGENCIES:
MD1012600 SGT ABNER DOUBLEDAY GANG UNIT 908 555-1111
DC1012300 GANG UNIT, SGT YORK 202 555-1234
DATE FIRST ENTRY/20000107 1300 EST
TTO/TAT L CHK DAGGER OR TEARDROPS
DRS/BLUE BANDANNA
HND/CIR THUMB AND RING FNGR
GTI/BK 50S
MIS/PROFESS TO ATTACK POLICE ON ANY CONTACT
CONTACT ORIS LISTED FOR FURTHER INFORMATION ON THIS GANG
NIC/Z000893451

This acknowledgment message would be the same even if the entry example above (by DC1012300) included information from the TTO, DRS, HND, GTI, and/or MIS Fields. In that case, those fields would be ignored, leaving only the ORI and POC Fields appended to the record.

2.3 MESSAGE FIELD CODES FOR GRC ENTRY

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS

MESSAGE KEY	MANDATORY	MKE	3-4	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
GROUP NAME	MANDATORY	GNG	1-22	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SUBGROUP NAME	MANDATORY	SGP	1-35	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
POINT OF CONTACT	MANDATORY	POC	1-50	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
IDENTIFYING TATTOOS	OPTIONAL	TTO	3-35	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
IDENTIFYING DRESS	OPTIONAL	DRS	1-25	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
IDENTIFYING HAND SIGNALS	OPTIONAL	HND	1-25	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
IDENTIFYING GRAFFITI	OPTIONAL	GTI	1-25	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MISCELLANEOUS	OPTIONAL	MIS	1-250	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS

2.4 MANDATORY FIELDS OF GRC ENTRY

The following fields are mandatory for acceptance of a GRC entry in NCIC: HDR, MKE, ORI, GNG, SGP, and POC.

2.5 ADDITIONAL GUIDELINES FOR GRC ENTRY

Most fields entered in a GRC record are descriptive and, therefore, are free text.

GNG - The group name for a group reference has to be a valid NCIC assigned Criminal Gang group code. The last five characters of the field start with an asterisk followed by two characters representing the city followed by two characters representing the state.

SGP - The subgroup name for a group reference has to be a valid NCIC assigned Criminal Gang subgroup code. If there is no subgroup name, NONE KNOWN must be used.

2.6 GANG CODE REQUEST FORM

A copy of the U.S. Department of Justice, Federal Bureau of Investigation, GANG CODE REQUEST form appears in its entirety on the following two pages. Users can copy, complete, and return this form to obtain gang and/or subgroup codes.

[CLICK HERE TO SEE THE GANG CODE REQUEST FORM](#)

GANG FILE GROUP CODE REQUEST FORM-continued

GROUP REFERENCE CAPABILITY (GRC) - CRITERIA FOR ENTRY

1. GRC - GANG DEFINITION

For purposes of entry in the GRC, a **gang** must meet the following criteria:

1. The group must be an ongoing organization, association, or group of three or more persons.
2. The group must have a common interest and/or activity characterized by the commission of or involvement in a pattern of criminal or delinquent conduct.

CRIMINAL or DELINQUENT CONDUCT includes narcotics distribution, firearms or explosives violations, murder, extortion, obstruction of justice (including witness intimidation and/or tampering), and any other violent offenses such as assault, threat, burglary, and/or carjacking.

Delinquent Conduct includes conduct of a juvenile that would be a crime if committed by an adult.

Criminal Conduct includes acts committed during incarceration that are often labeled disruptive and that could be punished as crimes.

Note: Tagger groups, for example, those whose only interest and/or activity is spray painting, do not meet the gang entry criteria; therefore, this type of information should not be submitted.

SECTION 3--GRC MODIFICATION

3.1 MODIFICATION OF A GRC RECORD

Modification of a GRC record, other than ORI/POC data, can only be done by the primary ORI. Records to be modified must include the GNG and SGP as they appear in the original record. Any agency with pertinent information concerning the TTO, DRS, HND, GTI, or MIS Fields should contact the primary ORI/POC to request a modification of the GRC record information when appropriate. Any ORI can modify its own ORI/POC data fields of a GRC record.

Only the FBI CJIS Division can modify the GNG and SGP Fields of any GRC record. An agency must submit written justification for the modification through their CJIS System Agency.

3.2 EXAMPLE OF A GRC MODIFICATION

```
1N01HEADER.MGG.MD1012600.GNG/CRIPS*WADC.SGP/ROLLING 50S*WADC.  
TTO/TAT R CHK DAGGER.  
MIS/COMMONLY USE MINORS UNDER 21
```

Acknowledgment:

```
1L01HEADER  
MD1012600  
MODIFY GNG/CRIPS*WADC SGP/ROLLING 50S*WADC
```

This transaction contains: header (1N01HEADER), modification message key (MGG), Originating Agency Identifier (MD1012600), two record identifiers (GNG/CRIPS*WADC and SGP/ROLLING 50S*WADC), the fields being modified, and the data being modified (TTO/TAT R CHK DAGGER and MIS/COMMONLY USE MINORS UNDER 21).

If any agency other than the primary ORI attempts to modify any field other than that agency's own ORI and POC information, the transaction will be rejected as follows:

```
1L01HEADER
DC1012300
REJECT - TTO/DRS/HND/GTI/MIS MAY BE MODIFIED ONLY BY PRIMARY ORI
1N01HEADER.MGG.DC1012300.GNG/CRIPS*WADC.SGP/ROLLING 50S*WADC.TTO/
```

A secondary agency may use the MGG transaction as follows to modify the POC Field:

```
1N01HEADER.MGG.DC1012300.GNG/CRIPS*WADC.SGP/ROARING 50S*WADC.
POC/LT BARRY FINE,213 555-1122
```

Acknowledgment:

```
1L01HEADER
DC1012300
MODIFY GNG/CRIPS*WADC SGP/ROLLING 50S*WADC
```

3.3 MESSAGE FIELD CODES FOR GRC MODIFICATION

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-3	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
GROUP NAME	MANDATORY	GNG	1-22	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SUBGROUP NAME	MANDATORY	SGP	1-35	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
ANY FIELD(S) FROM ENTRY TRANSACTION				

3.4 IDENTIFICATION OF A GRC RECORD TO BE MODIFIED

The record to be modified must be identified by GNG and SGP, in that order, with each data element preceded by the proper MFC.

SECTION 4--GRC CANCELLATION

4.1 WHEN TO USE A CANCELLATION MESSAGE

When an originating agency no longer has an interest in a GRC record or the record (interest) has been entered in error, the originating agency may cancel the record.

If the "oldest" agency (primary ORI) cancels the record, that agency's ORI and POC are removed. If there are no other agencies associated to the record, the entire record is canceled. If there are other agencies associated to the record, ownership of the GRC record is transferred to the next "oldest" agency which then becomes the **primary ORI**. Cancellation by any agency other than the primary ORI simply removes that agency's ORI and POC from the record.

4.2 EXAMPLE OF A GRC CANCELLATION

```
1N01HEADER.XGG.MD1012600.GNG/CRIPS*WADC.SGP/ROARING 50S*WADC.20100106
```

Acknowledgment:

```
1L01HEADER
MD1012600 CANCEL GNG/CRIPS*WADC.SGP/ROARING 50S*WADC
```

The following message is sent to the new primary ORI and all other interested agencies:

```
$.G.
CA1012300
AGENCY MD1012600 HAS REMOVED ITS INTEREST IN
GNG/CRIPS*WADC SGP/ROARING 50S*WADC NIC/Z000893451
ORI CA1012300 IS NOW PRIMARY ORI FOR PURPOSES OF MODIFICATION
AND SUPPLEMENTATION
```

4.3 MESSAGE FIELD CODES FOR GRC CANCELLATION

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-3	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
GROUP NAME	MANDATORY	GNG	1-22	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SUBGROUP NAME	MANDATORY	SGP	1-35	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
DATE OF CANCEL	MANDATORY	DOC	8-8	NUMERIC

4.4 IDENTIFICATION OF A GRC RECORD TO BE CANCELED

The record to be canceled must be identified by GNG and SGP, in that order, with each data element preceded by the proper MFC.

SECTION 5--GRC INQUIRY

5.1 EXAMPLE OF A GRC INQUIRY

Inquiry:

1N01HEADER.QGG.WA1230000.GNG/CRIPS*WADC.SGP/ROLLING 50S*WADC

Negative Response:

1L01HEADER
WA1230000

NO NCIC GANG FILE RECORD GNG/CRIPS*WADC SGP/ROLLING 50S*WADC

Positive Response:

1L01HEADER
WA1230000

MKE/CRIMINAL GANG
GNG/CRIPS*WADC SGP/ROLLING 50S*WADC
CONTACT AGENCIES:
CA1012705 SGT JACOBS, GANG UNIT 814 555-2355
CAFBILA00 SA L PEREZ - 814 555-2122
MD1012600 GANG UNIT - 301 555-0017
DATE FIRST ENTRY/19971010
TTO/TAT L CHK TEARDROP
TTO/TAT R CHK DAGGER
DRS/BLACK CHISOX CAP
DRS/BLUE BANDANNA
DRS/BRITISH KNIGHTS SNEAKERS
HND/CIR THUMB AND RING FNGR
GTI/BK
GTI/50S
MIS/PROFESS TO ATTACK POLICE ON ANY CONTACT
CONTACT AGENCIES LISTED FOR FURTHER INFORMATION ON THIS GANG

5.2 MESSAGE FIELD CODES FOR GRC INQUIRY

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-3	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
GROUP NAME	CONDITIONAL	GNG	1-22	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SUBGROUP NAME	CONDITIONAL	SGP	1-35	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS

5.3 REQUIREMENTS FOR GRC INQUIRY

1. The QGG inquiry is directed to the gang reference data file only. Inquiries may be made using GNG only, SGP only, or GNG and SGP. When inquiring using GNG and/or SGP, NCIC will return records based on exact character match. However, if the city and state designator code is not specified in the GNG and/or SGP Field, NCIC will only match characters up to the asterisk.

For example:

If the QGG contained GNG/BLOODS*LRAR, only records with GNG/BLOODS*LRAR would be returned.

If the QGG contained GNG/BLOODS, NCIC would return any records containing BLOODS, e.g., GNG/BLOODS*LRAR, GNG/BLOODS*OCFL, GNG/BLOODS*MIFL, etc.

Caution should be used in conducting a QGG transaction based solely on a GNG or SGP. In the examples, because only the GNG is specified, all records with a matching gang regardless of the SGP would be returned which could cause a large number of records to be returned.

Use of the SGP NONE KNOWN is prohibited and will result in the following reject message:

REJECT - SGP/NONE KNOWN - TOO GENERIC FOR SEARCH

2. A GRC response can contain supplemental data on identifying tattoos, dress, hand signals, graffiti, and image data. All supplemental fields will be sorted by special character, alphabetically, then numerically. Image data will be sorted by IMN.

SECTION 6--GRC LOCATE

There are no locate procedures for the Gang File.

SECTION 7--GRC CLEAR

There are no clear procedures for the Gang File.

SECTION 8--GRC SUPPLEMENTAL RECORD

8.1 MESSAGE FIELD CODES FOR GRC SUPPLEMENTAL TRANSACTION

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	4-4	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
GROUP NAME	MANDATORY	GNG	1-22	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SUBGROUP NAME	MANDATORY	SGP	1-35	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
IDENTIFYING TATTOOS	OPTIONAL	TTO	3-35	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
IDENTIFYING DRESS	OPTIONAL	DRS	1-25	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
IDENTIFYING HAND SIGNALS	OPTIONAL	HND	1-25	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
IDENTIFYING GRAFFITI	OPTIONAL	GTI	1-25	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
IMAGE NCIC NUMBER SET	OPTIONAL SET	IMN*		

*IMN/<IMN>.<IMT>

8.2 ENTRY OF A GRC SUPPLEMENTAL RECORD

Supplemental record entry can be accomplished only by the primary ORI. Any subsequent agency with an interest should contact the primary ORI to request supplemental information when appropriate.

Multiple entries in the TTO, DRS, HND, and GTI Fields, up to nine, are allowed via the EGGN transaction provided information exists in the corresponding record field of the base record.

8.3 EXAMPLE OF A GRC SUPPLEMENTAL ENTRY

```
1N01HEADER.EGGN.MD1012600.GNG/CRIPS*WADC.SGP/ROARING50S*WADC.
DRS/BLACK CHISOX CAP.BRITISH KNIGHTS SNEAKERS
```

Response:

```
1L01HEADER
MD1012600
SUPP GNG/CRIPS*WADC SGP/ROARING 50S*WADC
```

This example of a supplemental entry contains: header (1N01HEADER), message key (EGGN), Originating Agency Identifier (MD1012600), two record identifiers (GNG/CRIPS *WADC and SGP/ROLLING50S*WADC), and the supplemental data to be added (DRS/BLACK CHISOX CAP.BRITISH KNIGHTS SNEAKERS).

8.4 IDENTIFICATION OF A GRC RECORD FOR SUPPLEMENTAL ENTRY

The GRC base record must be identified by GNG and SGP, in that order, with each data element preceded by the proper MFC.

8.5 NUMBER OF ADDITIONAL IDENTIFIERS IN GRC SUPPLEMENTAL ENTRY

Field	Field Code	Maximum Number Permitted
Identifying Tattoos	TTO	9
Identifying Dress	DRS	9
Identifying Hand Signals	HND	9
Identifying Graffiti	GTI	9

8.6 MAXIMUM NUMBER OF ADDITIONAL IDENTIFIERS IN GRC SUPPLEMENTAL ENTRY

A maximum of nine additional identifiers of any allowable type may be entered in one supplemental record entry message. Additional messages are required if more identifiers are to be entered.

8.7 ADDITIONAL GUIDELINES FOR GRC SUPPLEMENTAL ENTRY

After the record has been identified, each field included in a supplemental record entry must be identified by the appropriate field code followed by a slash and the items(s) of data. The data elements must be separated by a period and each field must end with a period. For example:

DRS/BLUE BASEBALL CAP.REDBALL JET SHOES.BLACK ZORRO CAPE.

The field in the base record must be filled before any supplemental entry for the same field will be accepted. For example, any attempt to enter identifying tattoos in a supplemental record will be rejected as an error if the base record does not contain TTO.

8.8 MODIFICATION OF GRC SUPPLEMENTAL DATA

To modify a field in a supplemental record, the incorrect field must be canceled and reentered.

8.9 EXAMPLE OF A GRC SUPPLEMENTAL DATA CANCELLATION

```
1N01HEADER.XGGN.MD1012600.GNG/CRIPS*WADC.SGP/ROARING 50S*WADC.  
DRS/BRITISH KNIGHTS SNEAKERS
```

Acknowledgment:

```
1L01HEADER  
MD1012600  
CANCEL SUPP GNG/CRIPS*WADC.SGP/ROARING 50S*WADC  
DRS/BRITISH KNIGHTS SNEAKERS
```

This example of a cancellation contains: header (1N01HEADER), message key (XGGN), Originating Agency Identifier (MD1012600), two record identifiers (GNG/CRIPS*WADC and SGP/ROLLING 50S*WADC), and the supplemental data to be canceled (DRS/BRITISH KNIGHTS SNEAKERS).

8.10 IDENTIFICATION OF A GRC RECORD FOR SUPPLEMENTAL DATA CANCELLATION

The GRC base record must be identified by GNG and SGP, in that order, with each data element preceded by the proper MFC.

8.11 MAXIMUM NUMBER OF ADDITIONAL IDENTIFIERS IN GRC SUPPLEMENTAL DATA CANCELLATION

A maximum of nine additional identifiers of any allowable type may be entered in one supplemental record entry message. Additional messages are required if more identifiers are to be entered. The image set (IMN and IMT) is counted as one identifier.

8.12 ADDITIONAL GUIDELINE FOR GRC SUPPLEMENTAL DATA CANCELLATION

In addition to the TTO, DRS, HND, and GTI Fields, the IMN and IMT Fields may be included in an NCIC-2000 formatted transaction. For example:

```
1N01HEADER.XGGN.MD1012600.GNG/CRIPS*WADC.SGP/ROLLING 50S*WADC.  
IMN/I1234256343.I.IMN/I2324242424.I.IMN/I132335434.I
```

The images (up to ten identifying images) would have been entered through the EIM transaction. Additional information concerning images can be found in the Image File chapter.

GROUP MEMBER CAPABILITY (GMC)

SECTION 9--GMC INTRODUCTION

9.1 BACKGROUND

1. The GMC enables online entry and retrieval of information about qualifying gang members using name and/or numeric identifiers or vehicle information.

2. The GMC has two major functions: protecting the street officer and promoting the exchange of information about specific gangsters.

1. The first function is accomplished by the automatic cross-search of the Gang File with all QW, QWA, QWE, QWF, QWS and QV (and ZW/ZV) inquiries, resulting in early notification and warning that a subject encountered by an officer may be a potentially violent gang member.

2. The second function is accomplished by reference to the ORI and Originating Agency Case Number (OCA) of the record-entering agency allowing further, more extensive contact between the agencies. This feature is augmented by use of the GRC (Group Reference Capability) to obtain more information about the particular gang and subgroup listed in the GMC record.

3. Entry of a gang in the Group Member Capability is predicated on the entry or preexistence of a GRC record for the group to which that member belongs.

4. Unlike a GRC record, in which multiple agencies can express interest in a single record, GMC records are individually entered by each agency. This enables each agency to place any identifying information, which may differ among agencies, in its own record. Under this system, multiple records on one record subject may be returned to an inquiring agency.

5. Like all NCIC records, probable cause to search or seize is not established by the GMC record standing alone. In any case, arrest of a GMC record subject would not be appropriate based on only his/her group affiliation. **A caveat appears with every GMC record warning against search or seizure established solely on the record.** This does not mean that a GMC record has no relevance to either reasonable suspicion to investigatively detain a record subject (and perform an accompanying frisk pursuant to such a detention), to arrest a record subject based on probable cause, or to search premises or vehicles based on probable cause.

9.2 CRITERIA FOR GMC ENTRY

1. Agencies must have documentation (electronic or hard copy) on file to support a GMC entry. The criteria identified to support entry should be documented for purposes of validation and audit. Additionally, each GMC record **must** include a notation in the Criteria for Entry (ECR) Field. The following criteria must exist with respect to any individual, whether a gang or terrorist organization member, to be entered in the GMC:

Must be a member of a gang and subgroup thereof which meets the criteria for and is entered in the GRC; and

CODE	CRITERIA
A	Has admitted membership in that gang (and subgroup) at the time of his/her arrest or incarceration; or
I	Has been identified as a gang member by an authorized penal organization; or Meets any two of the following:
B	Has been identified by an individual of proven reliability as a gang member;
C	Has been identified by an individual of unknown reliability as a gang member and that information has been corroborated in significant respects;
D	Has been observed by members of the entering agency to frequent a known gang's area, associate with known gang members and/or affect that gang's style of dress, tattoos, hand signals, or symbols;
E	Has been arrested on more than one occasion with known gang members for offenses consistent with group activity;
F	Has admitted membership in the identified gang at any time other than arrest or incarceration.

2. The first and overriding criterion for entry of a GMC record is that the GNG (group) and SGP (subgroup) must match a gang already entered in the GRC.

3. It is **not** necessary that an agency wishing to enter a GMC record enter or already have on file a GRC record corresponding to the group/subgroup to be entered in the GMC record. It is only necessary that some agency enter such record on file in the GRC. At any time such GRC record is fully canceled, all corresponding GMC records with that group/subgroup will be purged with \$.P. Purge Notification sent to the ORIs of the records.

4. There is also no requirement that three or more GMC records for a group/subgroup exist to predicate either GRC or GMC records. GRC criteria require only that the group/subgroup identified be of that size. An agency may wish to express interest and/or caution only as to a single member of that group/subgroup and not enter records as to all members of that group/subgroup.

5. It is expected that record recipients will treat every Gang File record subject with appropriate caution. Entry is based on violent conduct by that identified group. To assist law enforcement officers in being adequately prepared, the term **CAUTION**, the functional equivalent of **ARMED AND DANGEROUS**, is printed at the beginning of all GMC records. Any other cautionary information not related to the potential for violence should be placed in the MIS Field (NCIC format) or the CMC Field (NCIC 2000 format).

9.3 MESSAGE KEY (MKE) CODES FOR A GMC RECORD

Message	MKE	Translation
Entry	EGM	CRIMINAL GANG MEMBER-CAUTION
Modify	MGM	
Cancel	XGM	
Inquiry	QGM	
	QW	
	QWA	
	QWE	
	QWF	
	QWS	
	QWB	
	QWI	
	ZW	
	QV	
	ZV	
Supplemental entry	EGMN	
Supplemental cancel	XGMN	

9.4 RETENTION PERIOD FOR GMC RECORDS

1. A GMC record will remain active until it is canceled by the entering agency or until the Date of Purge (DOP) is equal to the current date. Gang File records with the DOP Field containing NONEXP are retained as active records until they are canceled by the entering agency. When the DOP is reached, a \$.P. administrative message will be sent to the originating agency. The maximum retention period for a GMC record not containing DOP/NONEXP is 5 years unless entered by a corrections agency. In such case, the 5-year maximum runs from the date that the DOP Field is altered to show release of the record subject from incarceration.

2. A GMC record with a GNG of UNLISTED GROUP will be retired 96 hours after entry. The originating agency will not be notified.

3. Other exceptions to the record retention periods will occur in the event a serious error is detected in the record. Additional information on serious errors can be found in the Introduction of this manual.

9.5 AUTOMATIC GMC RETIREMENT

1. GMC records are retired when a GRC record is fully canceled. The originating agency is notified via a \$.P. administrative message during the next purge cycle.

2. Multiple agencies may have GMC records for a gang/subgroup based on a single-interest GRC record for that gang/subgroup. Since all agencies' GMC records would be retired on cancellation of the GRC records, an agency wishing to **reenter** its GMC records would be required to enter a GRC record for that gang/subgroup first. If an agency doesn't want its GMC records retired in the event a GRC is canceled, it should enter an interest for that GRC record. This ensures the GRC record is not canceled.

3. Data in the License Plate Number (LIC), License Plate Year of Expiration (LIY), and License Plate Type (LIT) Fields will remain in a GMC record or supplemental record for the year of entry plus 4 years, provided the license information has expired. If the expired license plate is the only searchable identifier in the GMC record, then the entire record will be retired and the originating agency will **not** be notified.

4. A nonexpiring license plate (LIY/NX) contained in a GMC record will remain on file until action is taken by the originating agency to remove the license data or cancel the entire record. Users are **not** furnished a listing of records from which expired license data are retired.

9.6 GMC VALIDATION

For validation policy and procedures, refer to the Validation Section in the Introduction of this manual.

If the ORI determines that the designation was inaccurate or that the record subject is no longer an active member of the gang/subgroup, the record should not be validated and should be canceled.

The Name of Validator (VLN) Field will be returned when the requester of the record is the entering agency, the CJIS Systems Agency of the entering agency, the FBI, and in the \$.C. Request for Validation Notification and fixed format validation files. For all other responses, the VLN Field will be suppressed.

9.7 GMC MESSAGE FIELD CODES AND EDITS

Code	Field	Edits
AKA	Alias	May include alphabetic, numerics, a comma, hyphens, and spaces; if used, the comma must follow the last name; there can be no more than one space after the comma. The hyphen cannot be in the first position or

directly precede the comma. More information in Personal Descriptors, *NCIC 2000 Code Manual*.

CTZ	Citizenship	Must be a valid NCIC-assigned country code as listed in State and Country Codes, <i>NCIC 2000 Code Manual</i> .
DOB	Date of Birth	Must be a valid Gregorian date if it is the only numeric identifier. The DOB cannot be later than the current date. If the DOB is not the only numeric identifier, 00 is valid for the month and day when the actual date is unknown. More information in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
DOC	Date of Cancellation	Must be a valid Gregorian date (YYYYMMDD) equal to current date or current date minus one.
DOE	Date of Emancipation	Must be blank.
DOP	Date of Purge	Must be a valid Gregorian date, (YYYYMMDD), or contain XXXXXXXX, YYYYYYYY, or NONEXP. If a valid Gregorian date, it must be greater than the current date but no greater than 5 years. If the DOP is equal to XXXXXXXX or YYYYYYYY, the ORI must end in C. If a date is not entered, NCIC will set the DOP to the current date plus five years.
ECR	Criteria for Entry	The ECR Field must have one of the following designations: A, AB, AC, AD, AE, AF, AI, BC, BD, BE, BF, BI, CD, CE, CF, CI, DE, DF, DI, EF, EI, FI, or I.
EYE	Eye Color	Must be a valid NCIC assigned code as listed in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
FBI	FBI Number	May be up to seven numerics; or one to six numerics followed by an alphabetic character A through H; or one to six numerics followed by an alphabetic character J through Z, followed by one or two check digits; or one to six numerics followed by two alphabetic characters followed by one check digit. If the number contains one alphabetic character (J-Z), the check digit(s) will be 1 to 11. If the number contains two alphabetic characters, the first cannot be B, G, I, O, Q, S, U, Y, or Z; the second must be A, B, C, D, or E; and the check digit will be zero to nine. More information in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .

FPC	Fingerprint Classification	Must be a valid NCIC-assigned code as listed in Personal Descriptors, <i>NCIC 2000 Code Manual</i> . If the first character of any finger is numeric, the second character must also be numeric. Codes 00 and 50 may not be used.
GNG	Group Name	Must be the GNG of an active GRC record.
HAI	Hair Color	Must be a valid NCIC-assigned code as listed in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
HGT	Height	The first character represents feet and the second and third represents inches. Must be a minimum of 400 but not more than a maximum of 711. More information in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
LIC	License Plate Number	The characters UNK, UNKN, or UNKNOWN may be used in inquiry transactions. For entry of a record with UNK, UNKN, or UNKNOWN, contact the FBI CJIS Division staff. If VMA is AERO, LIS is US, and LIT is PP or NP, the first character in the LIC Field must be the alphabetic N. If the license plate number exceeds eight characters (NCIC format) or ten characters (NCIC 2000 format), only the first eight characters (NCIC) or ten characters (NCIC 2000) should be entered in the LIC Field. The full plate number must be shown in the MIS Field.
LIS	License Plate State	Must be a valid NCIC-assigned code as listed in State and Country Data Codes, <i>NCIC 2000 Code Manual</i> .
LIT	License Plate Type	Must be a valid NCIC-assigned code as listed in Vehicle Data Codes, <i>NCIC 2000 Code Manual</i> .
LIY	License Plate Date of Expiration	Must be a valid four-character year (YYYY) or the alphabetic NX to represent a nonexpiring registration.
MIS	Miscellaneous	Free text.
MKE	Message Key	Must be a valid message key.
MNU	Miscellaneous Number	The first two characters must be a valid NCIC-assigned code as listed in Personal Descriptors, <i>NCIC 2000 Code Manual</i> . The third character must

be a hyphen. Entry of one zero only or a run of zeros is prohibited in positions 4 through 15. An originating agency police or identification number (prefix code OA) in MNU cannot be the only numeric identifier in the record. If the MNU exceeds 15 characters, the first 15 characters should be entered in the MNU Field. The full MNU should be entered in the MIS Field.

NAM	Name	The name may include alphabetic, numerics, a comma, hyphen(s), and spaces. The comma must follow the last name and there can be no more than one space after the comma. The hyphen cannot be in the first position or directly precede the comma. Additional information can be found in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
NIC	NCIC Number	A self-checking number consisting of an alphabetic character (T Gang Member record) followed by nine numeric characters automatically assigned by NCIC to each accepted record. Must have valid check digits when used to identify record in a subsequent transaction.
NOA	Notify Originating Agency	Must be blank in NCIC-formatted messages. For NCIC 2000 formatted messages, it must be Y or N. NCIC will default to N if blank.
OCA	Originating Agency Case Number	May contain alphabetic, numerics, and the hyphen. Must not contain a single zero only, a run of zeros only, the word NONE, or the first seven characters of the ORI Field.
OLN	Operator's License Number	One zero only or a run of zeros only indicating a license is unknown may not be used. More information in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
OLS	Operator's License State	Must be a valid NCIC-assigned code as listed in State and Country Codes, <i>NCIC 2000 Code Manual</i> . More information in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
OLY	Operator's License Year of Expiration	Must represent the year the license expires (XXXX), the alphabetic NX to represent nonexpiring, or the code UNKN for unknown. More information in Personal Descriptors, <i>NCIC 2000 Code Manual</i>

ORI	Originating Agency Identifier	Must be a valid NCIC-assigned ORI.
POB	Place of Birth	Must be a valid NCIC-assigned code as listed in State and Country Codes, <i>NCIC 2000 Code Manual</i> . Also, more information in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
RAC	Race	Must be a valid NCIC-assigned code as listed in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
SEX	Sex	Must be a valid NCIC-assigned code as listed in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
SGP	Subgroup	Must be the SGP name of an active GRC record.
SKN	Skin Tone	Must be a valid NCIC-assigned code as listed in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
SMT	Scars, Marks, Tattoos, and Other Characteristics	Must be a valid NCIC-assigned code as listed in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
SOC	Social Security Number	Should not be less than 001010001 or have a value of 8 or 9 in the first position or have a value of 00 in the fourth and fifth position. Invalid and/or nonissue numbers are accepted but cause an SOC attention message. More information in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
VCO	Vehicle Color	Must be valid NCIC-assigned code as listed in Vehicle Data Codes, <i>NCIC 2000 Code Manual</i> . If two color codes are used, they must be separated by a slash (/).
VIN	Vehicle Identification Number	Single zero only, run of zeros only, single alphabetic only, all alphabets only, or spaces cannot be used. The Vehicle File chapter has additional edits on the VIN Field. If a state assigned or nonconforming 17-character VIN, SVIN must be entered as the first characters of the MIS Field. If the VIN exceeds 20 characters, only the last 20 characters should be entered in the VIN Field. The full VIN must then be shown in the MIS Field.
VMA	Vehicle Make	For NCIC 2000 messages, the VMA Field can be up to 24 characters. The

first four characters must be alphabetic and a valid code. If the VMA code is less than four characters and data are included in positions 5 through 24, positions 3 and/or 4 should be blank. The remaining characters are free text and must contain the name of the manufacturer when the VMA code is AERO, ATV, COEQ, CYL, FARM, SNOW, SPEC, TRLR, or TRUK.

If the VMO is other than TL, the VMA code must be a valid code listed in Vehicle Data Codes, *NCIC 2000 Code Manual*.

If the VMO is TL, the VMA code must not be the characters: ASM, ASMB, ASSE, ASSM, MB, MC, MK, MP, MS, NA, TK, TL, UNK, UNKN, XX, XXX, XXXX, YY, YYY, YYYY, ZZ, ZZZ, or ZZZZ.

For every assembled vehicle that does not have a manufacturer-assigned VIN, the VMA code must be ASVE.

- (Jeep) If the VMA code is JEP, the VYR must be 1969 or earlier. If the VMA code is AMER, the VYR must be 1988 or earlier. If the VMA code is JEEP, the VYR must be 1989 or later.
- (aircraft) If VST is 1J, 2J, 3J, MJ, 1P, 2P, 3P, MP, BP, HP, or SA, the VMA code must be AERO.
- (all-terrain vehicle, dune buggy, go-cart, golf cart, and snowmobile) If VST is EB, EN, or OP, the VMA code must be SPEC, ATV, SNOW, CYL, or one of the approved VMA codes for snowmobiles or motorcycles listed in the *NCIC 2000 Code Manual*, Vehicle Data Codes. If VST is MV, the VMA code must be SPEC, ATV, CYL, or one of the approved VMA codes for snowmobiles or motorcycles listed in the *NCIC 2000 Code Manual*, Vehicle Data Codes. If VMA code is ATV or SPEC, the VST must be EB, EN, MV, or OP, and the name of the manufacturer must be entered in the MIS Field (NCIC format).

VMO Vehicle Model Spaces cannot be skipped. Hyphens or symbols must be used. More information in Vehicle Data Codes, *NCIC 2000 Code Manual*.

The only valid VMO codes for vehicles with VST codes EB, EN, MV, or OP are (blank), ATV, CYL, DUN, GOF, GRT, SKT, SKW, TOY, TRA,

TRW, or WHE.

(assembled automobile)	If the first four characters of the VMA are ASVE, the VMO must be AV or REP.
(construction equipment)	If the first four characters of the VMA are COEQ, the VMO must be CE.
(farm and garden equipment)	If the first four characters of the VMA are FARM, the VMO must be FE.
(motorcycle)	If the VST is MB, MC, MD, MK, MS, or MY, the VMO required is CYL.
(snowmobile)	If the first four characters of the VMA are SNOW or one of the valid snowmobile manufacturer's codes listed in the <i>NCIC 2000 Code Manual</i> , Vehicle Data Codes, the VMO must be SKT, SKW, TOY, TRA, TRW, or WHE.
(trailer)	If the first four characters of the VMA are TRLR or HMDE, the VMO must be TL.
(truck)	If the first four characters of the VMA are TRUK, the VMO must be TK.
VST Vehicle Style	Must be a valid code listed in Vehicle Data Codes, <i>NCIC 2000 Code Manual</i> .
VYR Vehicle Year	Must represent the model year during which the vehicle was manufactured (YYYY). Year cannot be more than two years beyond the current year.
WGT Weight	Minimum of 050 and maximum of 499. More information in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .

NCIC 2000-Formatted Messages May Also Contain the Following Fields:

CMC Caution and Medical Conditions	Must be a valid code listed in Personal Descriptors, <i>NCIC 2000 Code Manual</i> .
DLO DNA Location	Free text. If the DNA field is N or defaulted to N, then the DLO must be blank.

DNA	DNA Profile Indicator	Must be either a Y or N. N is the default value. If Y is entered, then the DLO Field must contain data.
EBS	Expanded Date of Birth Search	Must be 1, 2, 3, or blank. The default value is blank. If 2 or 3 is entered, the day of birth in the DOB Field must be 12 or less.
ETN	Ethnicity	Must be a valid NCIC-assigned code as listed in Personal Descriptors, NCIC 2000 Code Manual.
ENS	Expanded Name Search	Must be Y or N.
IMN	Image NCIC Number	A self-checking number which is automatically assigned by NCIC 2000 to each accepted image record and consists of the alphabetic character I followed by nine numeric characters.
IMT	Image Type	Must be a valid NCIC 2000-assigned code as listed in the Image File chapter.
LKA	Linking Case Number	Must not contain a single zero only, a run of zeros only, a single alphabetic only, or the word NONE. The first seven characters of the LKA cannot equal the first seven characters of the LKI. The only valid special character is the hyphen. The LKA must be valid for the LKI. (There must not be an ORI and matching OCA in the System).
LKI	Linking Agency Identifier	Must be a valid ORI.
RSH	Related Search Hit	Must be Y or N.

9.8 CRITERIA FOR REJECTING DUPLICATE GMC RECORDS

1. If the following fields of an NCIC GMC message are the same as those field codes of a GMC record already on file, the second entry will be rejected with the message REJECT ON FILE: FBI and ORI; NAM, MNU, and ORI; NAM, SOC, and ORI; OLN, OLS, and ORI; VIN, VMA, NAM, and ORI; LIC, LIS, LIY, LIT, NAM, and ORI; OCA, NAM, and ORI; or DOB, NAM, and ORI.
2. Whenever the message REJECT ON FILE is sent by NCIC, the record on file will also be transmitted.

3. A duplicate record will be accepted if the ORI in the second entry is different or the person type is other than GMC, e.g., Wanted Person, Protection Order Files, etc. A duplicate record will also be accepted if there are vehicle data in the GMC message that matches data in the vehicle file. In those cases, the duplicate record(s) will be furnished with the acknowledgment.

9.9 INVESTIGATIVE INTEREST

The Other Transactions chapter of this manual contains information regarding investigative interest supplemental records in NCIC.

SECTION 10--GMC ENTRY

10.1 EXAMPLE OF A GMC ENTRY

```
1N01HEADER.EGM.WA1230000.DREBIN,PAUL.M.W.MD.
19530531..601.209.BLU.BRO..ALB.TAT R CHK.
10121011C0141159TT13.MD-32614.123456789.M460603429409C.MD.1999.
CRIPS*WADC.ROARING 50S*WADC.A.20120101.94161242.
ARMED WITH TEC 9,TATTOO IS TEARDROP.Y.WGS532.
MD.1999.PC.2627HEL3B106924.1988.CHEV.CEL.4D.BLU.05.Y.FBI LAB,QUANTICO,
VA 703-632-4000, VA1234567, MTDNA
```

Acknowledgment:

```
1L01HEADER
WA1230000
NAM/DREBIN, PAUL NIC/T123457896
OCA/94161242
```

10.2 MESSAGE FIELD CODES FOR GMC ENTRY

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-4	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
NAME	MANDATORY	NAM	3-30	ALPHABETIC, NUMERIC SPECIAL CHARACTERS
SEX	MANDATORY	SEX	1-1	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
RACE	MANDATORY	RAC	1-1	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>

PLACE OF BIRTH	OPTIONAL	POB	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
DATE OF BIRTH	CONDITIONAL	DOB	8-8	NUMERIC
DATE OF EMANCIPATION	**	DOE	0	
HEIGHT	OPTIONAL	HGT	3-3	NUMERIC
WEIGHT	OPTIONAL	WGT	3-3	NUMERIC
EYE COLOR	OPTIONAL	EYE	3-3	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
HAIR COLOR	OPTIONAL	HAI	3-3	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
FBI NUMBER	CONDITIONAL	FBI	1-9	ALPHABETIC, NUMERIC
SKIN TONE	OPTIONAL	SKN	3-3	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
SCARS, MARKS, TATTOOS, AND OTHER CHARACTERISTICS	OPTIONAL	SMT	3-10	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
FINGERPRINT CLASSIFICATION	OPTIONAL	FPC	20-20	ALPHABETIC, NUMERIC
MISCELLANEOUS NUMBER	CONDITIONAL	MNU	4-15	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SOCIAL SECURITY NUMBER	CONDITIONAL	SOC	9-9	NUMERIC
OPERATOR'S LICENSE NUMBER	CONDITIONAL SET	OLN	1-20	ALPHABETIC, NUMERIC
OPERATOR'S LICENSE STATE	SET	OLS	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
OPERATOR'S LICENSE YEAR OF EXPIRATION	SET	OLY	2-2	ALPHABETIC (2), 4-4 NUMERIC (4)
GANG NAME	MANDATORY	GNG	1-22	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SUBGROUP NAME	MANDATORY	SGP	1-35	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
CRITERIA FOR ENTRY	MANDATORY	ECR	1-2	ALPHABETIC
DATE OF PURGE	OPTIONAL WITH DEFAULT	DOP	8-8 6-6	ALPHABETIC, NUMERIC ALPHABETIC
ORIGINATING AGENCY CASE NUMBER	MANDATORY	OCA	1-9 1-20*	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MISCELLANEOUS	OPTIONAL	MIS	1-121	ALPHABETIC,

			1-500*	NUMERIC, SPECIAL CHARACTERS
NOTIFY ORIGINATING AGENCY	OPTIONAL	NOA*	1-1	ALPHABETIC
LICENSE PLATE NUMBER	CONDITIONAL	LIC	1-8	ALPHABETIC, NUMERIC
	SET		1-10*	
LICENSE PLATE STATE	SET	LIS	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
LICENSE PLATE YEAR OF EXPIRATION	SET	LIY	2-2	ALPHABETIC (2),
			4-4	NUMERIC (4)
LICENSE PLATE TYPE	SET	LIT	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
VEHICLE IDENTIFICATION NUMBER	CONDITIONAL SET	VIN	1-20	ALPHABETIC, NUMERIC
VEHICLE YEAR	SET	VYR	4-4	NUMERIC
VEHICLE MAKE	SET	VMA	2-4	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i> (2-4)
			2-24*	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
				(4-24)
VEHICLE MODEL	OPTIONAL WITHIN SET	VMO	2-3	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
VEHICLE STYLE	SET	VST	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
VEHICLE COLOR	OPTIONAL WITHIN SET	VCO	3-3	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
			7-7	
CAUTION AND MEDICAL CONDITIONS	OPTIONAL	CMC*	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
DNA PROFILE INDICATOR	OPTIONAL	DNA*	1-1	ALPHABETIC
DNA LOCATION	CONDITIONAL	DLO*	1-250	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
CITIZENSHIP	OPTIONAL	CTZ*	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
ETHNICITY	OPTIONAL	ETN*	1-1	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>

LINKING AGENCY IDENTIFIER	OPTIONAL SET	LKI*	9-9	ALPHABETIC, NUMERIC
LINKING CASE NUMBER	SET	LKA*	1-20	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS

*NCIC 2000 format only

**Field must not contain data but must be included in record formats.

10.3 MANDATORY FIELDS OF GMC ENTRY

The following fields are mandatory for acceptance of a GMC entry into NCIC: HDR, MKE, ORI, NAM, SEX, RAC, DOE (mandatory blank), GNG, SGP, ECR, OCA, and at least one for the following numeric identifiers: DOB (including year, month, and day); FBI; MNU (other than originating agency police or identification number); SOC; OLN with OLS and OLY; LIC with LIS, LIY, and LIT; or VIN with VYR, VMA, and VST.

The entry of invalid and/or nonissued numbers in the SOC Field is allowed. A caveat will be generated stating that the SOC has not been assigned and that the agency should check for a possible data entry error:

ATTENTION -- THE SOC USED IN YOUR TRANSACTION HAS NOT BEEN ASSIGNED BY THE SOCIAL SECURITY ADMINISTRATION. PLEASE CHECK FOR A DATA ENTRY ERROR IN YOUR QUERY AND RESUBMIT IF NECESSARY.

10.4 ADDITIONAL GUIDELINES FOR GMC ENTRY

1. The entering agency (ORI) must account for all fields in the GMC record format. In the original entry, all available data called for in the record must be entered. Missing data obtained at a later time should be promptly added through the use of a modify message (MKE/MGM). Guidelines for the entry of aliases and/or other additional identifiers as a supplemental record to a GMC record are located in Section 8 of this chapter.
2. For training and administrative purposes, agencies may enter test records into NCIC by using the header TL01 or TN01. The test records will not generate any notifications, nor will batch processing be performed in the test system.
3. If a DOB is the only known numerical identifier, it must be a valid Gregorian date (YYYYMMDD) or the entry will be rejected.
4. All numerical identifiers except the ORI and MNU are to be entered omitting spaces, hyphens, and symbols. A hyphen may be used in the OCA, and a hyphen is used to separate the first two alphabets from the number itself in the MNU Field. If the MNU exceeds 15 characters, the first 15 characters should be entered in the MNU Field. The full MNU should be entered in the MIS Field.
5. A GMC record entered with GNG/UNLISTED GROUP* will only be retained for 96 hours regardless of what the DOP is set to.

*This code is to be used for emergency entries until such time as a code can be assigned by the NCIC staff. For SGP code, UNLISTED SUBGROUP should be used.

6. Information may be entered in a Group Member record about vehicles subject to the following criteria: the vehicle must have been observed to be in the possession of or driven by a specific record subject or by some group member who would separately meet the criteria for entry in the GMC.

7. When additional numeric identifiers and personal descriptors regarding the subject of the record are found in other databases or documentation, the entering agency must make an informed decision as to whether or not the subject is the same as the one in the NCIC record. In the absence of biometric identifiers, the determination should be based on multiple factors such as know criminal activity, date of birth, scars, marks, tattoos, photographs, Social Security number, operators license number, passport, military identification, last known address, and aliases. Particular attention should be paid to discrepancies in height, age, etc. When uncertain, do not include the additional information in the NCIC record and maintain documentation in the case file.

10.5 MESSAGE FIELD CODE EDITS FOR GMC ENTRY

1. DESCRIPTORS IN THE GMC RECORD ENTRY

Entry instructions for name; sex; race; ethnicity; date of birth; height; weight; eye color; hair color; FBI number; skin tone; scars, marks, and tattoos; fingerprint classification; miscellaneous number; Social Security number; operator's license number; caution and medical conditions; and citizenship can be found in Personal Descriptors, *NCIC 2000 Code Manual*. Codes for entering the place of birth and citizenship can be found in State and Country Codes, *NCIC 2000 Code Manual*. Codes for entering license and Vehicle data can be found in the Vehicle Data Codes, *NCIC 2000 Code Manual*.

2. ECR FIELD

The ECR Field is mandatory and must have one of the following designations:

A, AB, AC, AD, AE, AF, AI, BC, BD, BE, BF, BI, CD, CE, CF, CI, DE, DF, FI, EF, EI, FI, or I.

Entry instructions for the ECR Field can be found in the Personal Descriptors, *NCIC 2000 Code Manual*.

3. DATE OF PURGE (DOP) FIELD

The following are valid entries in the DOP Field:

Field Entry

Result

DOP is blank	NCIC generates DOP, current date plus 5 years
DOP contains XXXXXXXXX and ORI ends in C	No purge date set
DOP contains YYYYYYYY (must be an ORI that ends in C and a previous XXXXXXXXX)	Purge date set 5 years from date of modification to YYYYYYYY
DOP contains a date 5 years or less from date of entry	Purge date set
DOP contains NONEXP	No purge date set

Only an ORI ending in C, i.e., an agency involved in corrections, is permitted to enter XXXXXXXXX on the date of incarceration. This entry will stop the running of the system-created automatic purge date. The ORI, on release of the record subject from incarceration, must modify (MGM) the record to either YYYYYYYY (which will cause the system to automatically set a 5-year purge date), or to a date earlier than 5 years from the modification date. The DOP Field can be modified, except by ORIs ending in C, to a date earlier than 5 years from the original entry date or to NONEXP for non-expiring records. If using a date, the DOP Field cannot be greater than 5 years from the date of entry or the date of modification, and the DOP Field must be greater than the current date.

4. MISCELLANEOUS (MIS) DATA

1. Aliases, nicknames (monikers), vehicle data, dates of birth, Social Security numbers, and operator's license numbers should not be entered in the MIS Field. All additional searchable data should be entered as a supplemental record (MKE/EGMN) illustrated and explained in Section 16 of this chapter, as this procedure increases the chances of a hit on the record.
2. If the entry contains an FBI number, the entering agency may obtain a copy of the subject's manual identification record by entering the alphabetic code Send Identification Record (SIR) as the last item in the MIS Field. A blank character must precede SIR if other information is included in the MIS Field.
3. When an agency enters two or more GMC records for individuals who are known to be associating with each other, each existing GMC record entry should be cross-referenced to the other. This cross-referencing can be done by placing the name and NIC of each GMC record in the MIS Field of the other GMC record with an appropriate explanatory notation. Therefore, an agency receiving one of the GMC records will have the information needed to obtain other records.

5. NOTIFY ORIGINATING AGENCY (NOA)

When the ORI believes that notification each time its record is hit will provide investigative leads, regardless of whether the location of the GMC is known, Y should be entered into the NOA Field. For NCIC Legacy-formatted transactions, this is indicated by placing NOAH in the MIS Field. If the NOA is blank, the field will default to N.

6. VEHICLE DATA

Information may be entered in a Group Member record about vehicles subject to the following criteria:

1. The vehicle must have been observed to be in the possession of or driven by a specific record subject or by some group member who would separately meet the criteria for entry in the GMC.
2. Vehicle information about a single, particular vehicle may be entered in more than one GMC record by the same agency. Vehicle information that is part of a GMC record will be searched by any Vehicle File inquiry (QV, ZV, QVB, QW, QWA, QWE, QWF, QWS, QWB, or ZW), assuming that either LIC (and accompanying fields) or VIN is entered in the record.
3. Entry with Vehicle Year (VYR), Vehicle Make (VMA), Vehicle Model (VMO), Vehicle Style (VST), and/or Vehicle Color (VCO), without either LIC or VIN is permitted. Though not searchable on-line without LIC or VIN, this information will be returned as part of a response to a QW, QWA, QWE, QWF, QWS, QWB, ZW, or QGM inquiry.

7. ORIGINATING AGENCY CASE NUMBER (OCA)

The entering agency should ensure the OCA is a unique number assigned to the case within the agency. For NCIC records not related to an investigative case, the OCA Field must still be unique (e.g., state system-assigned number, filing system number, state identification number).

8. DNA PROFILE INDICATOR (DNA) and DNA LOCATION (DLO)

The DNA Field has a default value of N, meaning no DNA data are available. When the user sets the DNA Field to Y, indicating DNA data are available, then specific information regarding location of the DNA sample must be entered in the DLO Field. The DLO Field can include contact information, type of DNA sample, and other information deemed appropriate by the agency. If the DNA Field is set to Y and the DLO is blank, then the record will be rejected.

9. LINKAGE DATA (LKA and LKI)

The Linkage ORI and OCA Fields are provided as separate fields to associate incidents that are handled by multiple departments. An agency entering a record which shares the same incident of a record entered with a different ORI and/or OCA can link the records by entering the associated ORI and OCA in the linkage fields (LKI and LKA). The NCIC System will automatically link

records entered within 30 days of the original entry that contain the same ORI and OCA. An ORI may use the LKI and LKA Fields to link related records that contain the same ORI and OCA entered more than 30 days after the original record entry. In the entry message the LKI and LKA Fields immediately follow the ETN Field. The message will be rejected if the first seven characters of the LKA are the same as the first seven characters of the LKI.

SECTION 11--GMC MODIFICATION

11.1 MODIFICATION OF A GMC RECORD

Modification of a record is restricted to the agency that entered the record and is used to add, delete, or change data in the base record. Use of this message is mandatory by an ORI ending in C on release of a record subject from incarceration if XXXXXXXX was originally entered in the DOP Field.

With respect to all data in the record except for name and vehicle-related information, deletion of data will cause the same data in the supplemental record to become part of the base record.

11.2 EXAMPLE OF A GMC MODIFICATION

```
1N01HEADER.MGM.WA1230000.NAM/DREBIN, PAUL.NIC/T123457896.DOB/19520531
```

Acknowledgment:

```
1L01HEADER
WA1230000
```

```
MODIFY NAM/DREBIN, PAUL NIC/T123457896
```

The above modification example contains: header (1N01HEADER), message key (MGM), Originating Agency Identifier (WA1230000), two record identifiers (NAM/DREBIN, PAUL and NIC/T123457896), the field being modified, and the data being changed (DOB/19520531).

11.3 MESSAGE FIELD CODES FOR GMC MODIFICATION

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-3	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
NCIC NUMBER	CONDITIONAL	NIC	10-10	ALPHABETIC, NUMERIC
NAME	CONDITIONAL	NAM	3-30	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
ORIGINATING AGENCY CASE NUMBER	CONDITIONAL	OCA	1-9	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS

NAME OF VALIDATOR	OPTIONAL	VLN*	1-20*	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
ANY FIELD(S) FROM ENTRY TRANSACTION				

*NCIC 2000 format only

11.4 IDENTIFICATION OF A GMC RECORD TO BE MODIFIED

The record to be modified must be identified by either NAM and NIC, in that order; NIC and OCA, in that order; or NAM and OCA, in that order, with each data element preceded by the proper MFC. The name used in identifying the record to be modified must be set forth with the exact spelling and spacing as shown in the record on file.

11.5 ADDITIONAL GUIDELINES FOR GMC MODIFICATION

Section 9 of this chapter contains information on MFCs applicable to a GMC record, any of which can be modified except for the MKE and NIC.

Section 16 of this chapter contains additional information on modifying an alias and/or additional identifiers appended to a GMC record by means of a supplemental record.

1. EXAMPLE OF A MODIFICATION TO REMOVE ALL VEHICLE DATA FROM A GMC RECORD

When vehicle data in a GMC base record need to be removed prior to the removal of the record, a special MFC, LIC-VCO, may be used to remove all vehicle data without identifying each individual field (example below). The characters LIC-VCO/. instruct the NCIC to delete the fields: LIC, LIS, LIY, LIT, VIN, VYR, VMA, VMO, VST, and VCO.

```
1N01HEADER.MGM.MD1012600.NAM/SMITH, JOHN J.NIC/T000069216.LIC-VCO/.
```

Acknowledgment:

```
1L01HEADER
MD1012600
MODIFY NAM/SMITH, JOHN J NIC/T000069216
```

The above modification example, which removes all vehicle data from the record, contains: header (1N01HEADER), message key (MGM), Originating Agency Identifier (MD1012600), two record identifiers (NAM/SMITH, JOHN J and NIC/T000069216), and the fields being removed (LIC-VCO) immediately followed by slash period (/).

2. MODIFICATION TO REMOVE PART OF VEHICLE DATA FROM A GMC RECORD

The special modification message explained above cannot be used to remove less than all of the vehicle data from a GMC base record. For example, if only the four fields of license plate data (LIC, LIS, LIY, and LIT) are to be deleted from the record, the usual modification procedure must be followed, with each field to be deleted explicitly set forth as shown in the following modify message.

```
1N01HEADER.MGM.MD1012600.NAM/SMITH, JOHN J.NIC/T000069216.  
LIC/.LIS/.LIY/.LIT/.
```

3. LINKAGE DATA (LKI and LKA)

1. The Linkage ORI and OCA Fields are provided as separate fields to associate incidents that are handled by multiple departments. A record which shares the same incident of a record entered with a different ORI and/or OCA can be modified to link the records by entering the associated ORI and OCA into the linkage fields (LKI and LKA) of both records. If a modify transaction is used to add a linkage to another record, then both LKI and LKA must be entered.
2. LKI and LKA Fields already existing in the gang record can be modified individually.
3. The LKI and LKA Fields must be deleted as a pair; otherwise, the message will be rejected.

11.6 VALIDATION GUIDELINES FOR NCIC GMC MODIFICATION

For NCIC validation, a name of validator may be added to the Name of Validator (VLN) Field of a GMC record to indicate that the record has been validated. When data are entered into the VLN Field, NCIC enters the current date in the Date of Last Validation (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing VLN Field data will indicate the record has been validated. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record. For example:

```
1N01HEADER.MGM.MD1012600.NAM/SMITH, JOHN J.NIC/T000069216.  
SOC/123456789.VLN/JONES, DAVID E
```

Acknowledgment:

```
1L01HEADER  
MD1012600  
VALIDATE NIC/T000069216
```

SECTION 12--GMC CANCELLATION

12.1 WHEN TO USE A CANCELLATION MESSAGE

Cancellation of a GMC record is restricted to the ORI that entered the record. A cancellation message is utilized when the entering agency determines that the record is invalid.

12.2 EXAMPLE OF A GMC CANCELLATION

1N01HEADER.XGM.WA1230000.NAM/SMITH, JOHN.NIC/T639123105.20100612

Acknowledgment:

1L01HEADER
WA1230000

CANCEL NAM/SMITH, JOHN NIC/T639123105

This cancellation message contains: header (1N01HEADER), message key (XGM), Originating Agency Identifier (WA1230000), record name (NAM/SMITH, JOHN), NCIC Number (NIC/T639123105), and date of cancellation (20100612).

12.3 MESSAGE FIELD CODES FOR GMC CANCELLATION

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-3	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
NAME	CONDITIONAL	NAM	3-30	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
NCIC NUMBER	CONDITIONAL	NIC	10-10	ALPHABETIC, NUMERIC
ORIGINATING AGENCY CASE NUMBER	CONDITIONAL	OCA	1-9	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
			1-20*	
DATE OF CANCEL	MANDATORY	DOC	8-8	NUMERIC

* NCIC 2000 format only

12.4 IDENTIFICATION OF A GMC RECORD TO BE CANCELED

The record to be canceled must be identified by either NAM and NIC, in that order; or NIC and OCA, in that order; or NAM and OCA, in that order, with each data element preceded by the proper MFC. The name used in identifying the record to be canceled must be set forth with the exact spelling and spacing as shown in the record on file. Date of Cancellation (DOC) must follow the two record identifiers. DOC must be the current date or the current date minus one.

12.5 ADDITIONAL GUIDELINES FOR GMC CANCELLATION

1. All information about the record subject, including any supplemental information, is canceled when the XGM transaction is used.

2. Benefits and effectiveness data are not collected for GMC records.

SECTION 13--GMC INQUIRY

13.1 EXAMPLE OF A GMC INQUIRY

The message key QGM searches the Gang File and Known or Appropriately Suspected Terrorist File records. If the QGM includes MNU, OLN, or SOC, the NCIC System will search against the Article File personal identifiers records.

```
1N01HEADER.QGM.MD2610000.NAM/SMITH, STEVE.DOB/19530531.
SEX/M.RAC/W.VIN/2ADF36BLIG162312
```

Negative Response:

```
NO NCIC RECORD DOB/19530531 NAM/SMITH, STEVE SEX/M RAC/W
NO NCIC RECORD VIN/2ADF36BLIG162312
```

Positive Response:

```
1L01HEADER
MD2610000
```

```
WARNING - STANDING ALONE, NCIC VIOLENT GANG GROUP AND MEMBER FILE INFORMATION
DOES NOT FURNISH GROUNDS FOR THE SEARCH AND SEIZURE OF ANY INDIVIDUAL,
VEHICLE, OR DWELLING
```

```
MKE/CRIMINAL GANG MEMBER - CAUTION
CMC/05 - VIOLENT TENDENCIES
ORI/MD1230000 NAM/SMITH, STEVE SEX/M RAC/W ETN/H POB/MD
DOB/19530531 HGT/601 WGT/209 EYE/BLU HAI/BRO FBI/1234567 CTZ/US
SKN/ALB SMT/SC R HND
FPC/121011C01159TTCI13TT MNU/MD-32614 SOC/123456789
OLN/98765432 OLS/MD OLY/1995
GNG/CRIPS*WADC SGP/ROARING 50S*WADC
ECR/BD DOP/20100115 OCA/92312663
LKI/MD1240000 LKA/MD-2255
MIS/KNOWN TO CARRY TEC 9, TTO IS TEARDROP
LIC/ABC123 LIS/MD LIY/1993 LIT/PC
VIN/2627HL525210 VYR/1988
VMA/CHEV VMO/CEL VST/4D VCO/BLU
ORI IS HARPERS FERRY PD MD 301 555-1212
DOB/19550515
AKA/BEBETO, X
AKA/JONES, JOHN
AKA/LEON, JOSE
NIC/T123698222 DTE/20070914 1400 EST DLU/20080110 0100 EST
NO NCIC RECORD VIN/2ADF36BLIG162312
```

13.2 MESSAGE FIELD CODES FOR GMC INQUIRY

FIELD NAME	REQUIREMENTS	MESSAGE	FIELD	DATA TYPE
------------	--------------	---------	-------	-----------

		FIELD CODE	LENGTH	
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-3	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
NAME	CONDITIONAL	NAM	3-30	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
DATE OF BIRTH	CONDITIONAL	DOB	8-8	NUMERIC
SEX	OPTIONAL	SEX	1-1	ALPHABETIC
RACE	OPTIONAL	RAC	1-1	ALPHABETIC
FBI NUMBER	CONDITIONAL	FBI	1-9	ALPHABETIC, NUMERIC
MISCELLANEOUS NUMBER	CONDITIONAL	MNU	4-15	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SOCIAL SECURITY NUMBER	CONDITIONAL	SOC	9-9	NUMERIC
OPERATOR'S LICENSE NUMBER	CONDITIONAL	OLN	1-20	ALPHABETIC, NUMERIC
LICENSE PLATE NUMBER	CONDITIONAL SET	LIC	1-8	ALPHABETIC, NUMERIC
			1-10*	
LICENSE PLATE STATE	SET	LIS	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
VEHICLE IDENTIFICATION NUMBER	CONDITIONAL SET	VIN	1-20	ALPHABETIC, NUMERIC
VEHICLE MAKE	SET	VMA	2-4	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
			2-24*	
ORIGINATING CASE AGENCY NUMBER	CONDITIONAL	OCA	1-9	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
			1-20*	
NCIC NUMBER	CONDITIONAL	NIC	10-10	ALPHABETIC, NUMERIC
IMAGE INDICATOR*	OPTIONAL	IND	1-1	ALPHABETIC
RELATED SEARCH HIT*	OPTIONAL	RSH	1-1	ALPHABETIC
EXPANDED NAME SEARCH*	OPTIONAL	ENS	1-1	ALPHABETIC
EXPANDED DATE OF BIRTH SEARCH*	OPTIONAL	EBS	1-1	NUMERIC

*NCIC 2000 format only

13.3 REQUIREMENTS FOR GMC INQUIRY

On-line queries to the GMC are possible through automatic cross-search as part of the QW, QWA, QWE, QWF, QWS, QV, ZW, and ZV transaction or use of QGM transaction. In either case, the query must include NAM and one of the following numeric identifiers:

1. DOB (date of birth)
2. SOC (Social Security number)
3. MNU (miscellaneous identifying number)
4. OLN (operator's license number)
5. VIN (vehicle identification number)
6. LIC (license plate number)
7. OCA (originating agency case number)
8. FBI (FBI number)

In addition, an inquiry without NAM using LIC, VIN, and/or NIC is permitted.

13.4 ADDITIONAL GUIDELINES FOR GMC INQUIRY

1. When the inquiry contains NAM and complete DOB as the only numeric identifier, the date of birth in the inquiry must match the exact date of birth in a record before a record will be retrieved. When the subject of the inquiry uses more than one DOB, the person's name should be checked using each available birth date. NCIC will search for all matching records that contain the exact DOB and a surname that is a New York State Identification and Intelligence System match to the surname in the inquiry.

Sex and race should be included to minimize multiple hits by limiting the scope of the name search. Including sex will cause NCIC to search only those records containing the same SEX code as the SEX code in the inquiry. Also, the inclusion of race in an inquiry can limit the search made by NCIC. A list of the Race Field codes and the race codes that will be searched when each is included in an inquiry are the following:

Race Code In Inquiry Race Codes Searched

A	Asian or Pacific Islander	All
I	American Indian or Alaskan Native	All
B	Black	All except W
W	White	All except B
U	Unknown	All

2. When the inquiry contains a name and an alphanumeric identifier other than DOB, i.e., the SOC, FBI, MNU, or OLN, a name search is not generated. In this situation, only the alphanumeric identifier is searched. Including sex and race in this inquiry will not confine the search. If the MNU exceeds 15 characters, the first 15 characters should be entered in the MNU Field. The MIS Field in the hit response should be reviewed to confirm that the first 15 characters are the same as the complete MNU.

3. Because multiple records from several files are available when a QW, QWA, QWE, QWF, or QWS transaction is used, multiple records concerning one individual may appear in any response. Additionally, because different agencies may enter Gang File records on the same individual, multiple Gang File records are possible in any response.

4. When an inquiry uses the LIC, any record containing that plate number will be returned in the response. To narrow the scope of the search and utilize the system effectively, a license plate state should also be included.

5. Vehicle information about a single, particular vehicle may be entered in more than one GMC record by the same agency. Vehicle information that is part of a GMC record will be searched by any Vehicle File inquiry (QV, ZV, QW, QWA, QWE, QWF, or QWS or ZW), assuming that either LIC (and accompanying fields) or VIN is entered in the record.

6. An inquiry can provide a secondary hit response only from within the Gang File and the Known or Appropriately Suspected Terrorist File when the primary hit contains an SOC, FBI, or VIN and those fields were not part of the original search criteria. A second computer search is automatically generated on the SOC, FBI, and VIN Fields contained in the primary record response. If the hit response contains more than 20 hit responses (primary and/or secondary), the following will be included after the first 20 hit responses to indicate a file is being created with up to an additional 100 hit responses.

ADDITIONAL HITS AVAILABLE, FILE NOTIFICATION TO FOLLOW

A \$.B. administrative message will be sent to the ORI to identify the file name to be requested to retrieve the hit responses. The File Transfer (FT) transaction in the Other Transactions chapter of this manual contains additional information on retrieving the file.

7. An inquiry of the Wanted Person (QW, QWA, QWE, QWF, QWS, ZW, or QWB) and/or Vehicle (QV/ZV/QVB) Files will result in the automatic cross-search of the GMC File. Active records will be returned in a positive response. The Wanted Person and/or Vehicle File chapters contain details regarding the use of the above MKEs.

8. If a hit response contains expired license plate information, the following caveat will be included:

WARNING - THE FOLLOWING RECORD CONTAINS EXPIRED LICENSE PLATE DATA. USE CAUTION, CONTACT ENTERING AGENCY TO CONFIRM STATUS.

9. If QGM inquiry includes MNU, SOC, or OLN, the NCIC System will search against the Article File personal identifier records.

10. If an inquiry hits on more than 100 records, the NCIC System will discontinue processing the response and return the first 100 records with the following caveat.

MAXIMUM RECORD COUNT EXCEEDED FOR AN ON-LINE SEARCH. RESUBMIT MODIFIED SEARCH PARAMETERS OR SUBMIT A GLOBAL INQUIRY TO RETRIEVE ALL RECORDS.

To modify the search parameters to possibly prevent excessive hits, omit DOB and use NAM and a different numeric identifier. Also, using SEX and RAC with NAM and DOB may reduce the number of hits. To request a Global Inquiry, contact your CSA or the FBI's CJIS Division.

11. A GMC response can contain supplemental data fields of AKA, DOB, SMT, MNU, SOC, CMC, CTZ, operator's license data, license plate data, vehicle identification data, and image data. All supplemental fields will be sorted by special character, alphabetically, then numerically. Within supplemental data sets, the fields will be sorted as follows: operator's license data by OLS, license plate data by LIS, vehicle data by VIN, and image data by IMN.

13.5 ADDITIONAL GUIDELINES FOR NCIC 2000 GMC INQUIRY

1. IMAGE INDICATOR (IND)

QGM inquiries may also contain an Image Indicator (IND) to specify whether an image should be returned if available. If the image indicator is Y, image data related to each primary hit response will be returned. For a person this would be a mugshot, if available; for property, it would be either the identifying image or the generic image, if available.

```
1N01HEADER.QW.WA1230000.NAM/SMITH, JOHN J.SEX/M.RAC/W.  
DOB/19691012.IND/Y
```

The following would be returned after the immediate confirm caveat for a mugshot image:

```
IMR/MNAM:SMITH, JOHN J DOB:19691012  
RAC:W HGT:510 WGT:165 DOI:19821210  
NIC:T000069216 IMN:I000001233  
MIS: MUGSHOT FROM 1982 ARREST
```

```
00256  
<image>.
```

The Image Response (IMR) is composed of the following data: the Image Type (M for mugshot) and standard person MFCs (NAM, DOB, RAC, HGT, and WGT). The Date of Image (DOI) is next, then the NIC of the base record is provided along with the Image NCIC Number (IMN). Following the IMN is the Image MIS Field, then image size in bytes (00256) and, lastly, <image> would be replaced with the actual image.

2. RELATED SEARCH HIT (RSH)

A QGM inquiry may also contain a Related Search Hit (RSH) Field. If the RSH Field is Y, secondary hit responses will be returned for all linked records. The NCIC System links records when: 1) ORI/OCA matches primary hit response and the dates of entry for those records are within 30 days of each other and 2) the LKI/LKA are the same as ORI/OCA contained in the primary hit response. If RSH is not entered, the field will default to N. If the primary hit response is for a gang member, there will not be any LKI/LKA Fields to search, but a search could occur based on the ORI and OCA Fields of the GMC record.

```
1N01HEADER.QW.WA1230000.NAM/SMITH, JOHN J.SEX/M.RAC/W.  
DOB/19691012.RSH/Y
```

The following would be returned after the primary hit response based on the ORI/OCA of the two records being the same:

RELATED RECORDS

MKE/STOLEN GUN
ORI/MD1012600 SER/B512673 MAK/REM CAL/308 MOD/MOHAWK
TYP/RC DOT/19981005
OCA/12334444
ORI IS ANY CITY PD MD 301 555-1111
NIC/G000039842 DTE/20080203 1234 EST DLU/20080205 0123 EST
IMMED CONFIRM RECORD WITH ORI

The following would be returned after the primary hit response based on the primary hit response having an LKI/DC1014300 LKA/CS12345 that matches another record's ORI/OCA:

RELATED RECORDS

MKE/MISSING PERSON OTHER
ORI/DC1014300 NAM/THOMAS, TOM SEX/M RAC/W ETN/H POB/FL
DOB/19540327 HGT/509 WGT/153 EYE/BRO HAI/BRO
SKN/FAR SMT/TAT L LEG
FPC/PMPIC114151617181920 SOC/123456789
MNP/MP DLC/19980501 OCA/CS12345
MIS/LAST SEEN WEARING BLUEJEANS AND BLACK PULL OVER SHIRT
ORI IS ANY CITY PD DC 202 555-1111
NIC/M107650007 DTE/20000503 1400 EDT DLU/20080423 0523 EST
IMMED CONFIRM MISSING PERSON STATUS WITH ORI

3. EXPANDED NAME SEARCH (ENS)

A QGM inquiry may also contain an Expanded Name Search indicator (ENS) to specify that if the NAM and DOB identifiers are used, the enhanced name search function should be performed. If the ENS Field is Y, primary hits will be determined using each input NAM name part as a last name, interchanging the remaining name parts as given names.

4. EXPANDED DATE OF BIRTH SEARCH (EBS)

When an inquiry transaction includes the numeric 1 in the EBS Field, the expanded date of birth search will return records with the exact input DOB as well as records with the exact month and day and a range of plus or minus one year of the input DOB. When an inquiry transaction includes the numeric 2 in the EBS Field, the expanded date of birth search will return records with the exact input DOB as well as records with the exact year of birth with the month and day transposed. When the inquiry transaction includes the numeric 3 in the EBS Field, the expanded date of birth search will return the following: records with the exact input DOB, records with the exact month and day and a range of plus or minus 1 year of the input DOB, and records with the exact year of birth with the month and day of input DOB transposed.

13.6 PROCEDURES FOR HANDLING A HIT

Access to and dissemination from the Gang File is to be consistent with the use and dissemination policies for the Interstate Identification Index.

When an agency receives a record response to an NCIC query containing investigative interest information, the inquiring agency is not required to notify the investigative interest agency(ies). If the investigative interest agency requests notification of all hits, this agency should place a "Y" in the Notify Investigative Agency (NIA) Field. Refer to the Other Transactions chapter of this manual for additional information on investigative interest supplemental records.

SECTION 14--GMC LOCATE

There are no locate procedures for the Gang File.

SECTION 15--GMC CLEAR

Procedures to remove GMC records are detailed in Section 12--GMC Cancellation. This file does not have a MKE code for clear.

SECTION 16--GMC SUPPLEMENTAL RECORD

16.1 MESSAGE FIELD CODES FOR GMC SUPPLEMENTAL TRANSACTION

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	4-4	ALPHABETIC
ORIGINATING AGENCY	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
IDENTIFIER NAME	CONDITIONAL	NAM	3-30	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
NCIC NUMBER	CONDITIONAL	NIC	10-10	ALPHABETIC, NUMERIC
ORIGINATING AGENCY	CONDITIONAL	OCA	1-9	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
CASE NUMBER			1-20*	
ALIAS	OPTIONAL	AKA	3-30	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
DATE OF BIRTH	OPTIONAL	DOB	8-8	NUMERIC
SCARS, MARKS, TATTOOS, AND OTHER	OPTIONAL	SMT	3-10	CODE AS DEFINED IN <i>NCIC 2000 CODE</i>

CHARACTERISTICS				<i>MANUAL</i>
MISCELLANEOUS	OPTIONAL	MNU	4-15	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
NUMBER				
SOCIAL SECURITY NUMBER	OPTIONAL	SOC	9-9	NUMERIC
OPERATOR'S LICENSE NUMBER SET	OPTIONAL SET	OLN ¹		
LICENSE PLATE NUMBER SET	OPTIONAL SET	LIC ²		
VEHICLE DATA SET	OPTIONAL SET	VIN ³		
CAUTION AND MEDICAL CONDITIONS	OPTIONAL	CMC*	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i> ,
IMAGE NCIC NUMBER SET	OPTIONAL	IMN* ⁴		ALPHABETIC, NUMERIC
CITIZENSHIP	OPTIONAL	CTZ*	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i> ,

*NCIC 2000 format only

¹ OLN/<OLN>.<OLS>.<OLY>

² LIC/<LIC>.<LIS>.<LIY>.<LIT>

³ VIN/<VIN>.<VYR>.<VMA>.<VMO>.<VST>.<VCO>

⁴ IMN/<IMN>.<IMT>

16.2 ENTRY OF A GMC SUPPLEMENTAL RECORD

Only the agency that entered the original record may add additional identifiers to a record. The supplemental record entry transaction (EGMN) is available to add identifiers to the Gang (EGM) member records.

16.3 EXAMPLE OF A GMC SUPPLEMENTAL ENTRY

```
1N01HEADER.EGMN.WA1230000.NAM/SMITH, JOHN.
NIC/T123456789.AKA/JOHNSON, D.DAVIS,JOHN.
BLACK, JOHN.DOB/19550615.19570707.
LIC/ABC123.DC.2010.PC.SMT/TAT R ARM.CMC/O5
```

Acknowledgment:

```
1L01HEADER
WA1230000
SUPP NAM/SMITH, JOHN NIC/T123456789
```

The above entry example contains: header (1N01HEADER); message key (EGMN); Originating Agency Identifier (WA1230000); two record identifiers (NAM/SMITH, JOHN and NIC/T123456789); three additional AKAs (AKA/JOHNSON, D and DAVIS, JOHN and BLACK, JOHN); two additional dates of birth (DOB/19550615 and 19570707); one set of license plate data (LIC/624322.DC.2010.PC); one scars, marks, and tattoos (SMT/TAT R ARM); and a caution and medical conditions code (05).

16.4 IDENTIFICATION OF A GMC RECORD FOR SUPPLEMENTAL ENTRY

The GMC record to which a supplemental record of alias(es) and/or other additional identifiers are to be added must be identified by either NAM and NIC, in that order; NIC and OCA, in that order; or NAM and OCA, in that order, with each data element preceded by the proper MFC. The name used in identifying the record to which a supplemental record is to be added must be set forth with the exact spelling and spacing as shown in the record on file.

16.5 NUMBER OF ADDITIONAL IDENTIFIERS IN GMC SUPPLEMENTAL ENTRY

The Alias (AKA) Field and all other identifying data fields which may be included in a supplemental record are listed with their field codes and the maximum number of aliases and/or identifiers allowable for a GMC record.

Field	Field Code	Maximum Number Permitted
Alias	AKA	99
Date of Birth	DOB	9
Scars, Marks, Tattoos, and Other Characteristics	SMT	9
Miscellaneous Number	MNU	9
Social Security Number	SOC	9
Operator's License Number, State, and Year of Expiration (entered as a set)	OLN	9
License Plate Number, State, Year of Expiration, and Type (entered as a set)	LIC	9
Vehicle Identification Number, Year, Make, Model, Style, and Color (entered as a set; model and color not required for entry, but should be entered if known)	VIN	9
Caution and Medical Conditions	CMC*	10
Image NCIC Number and Image Type (entered as a set)**	IMN*	12

*NCIC 2000 format only

**IMN and IMT Fields (up to 12: 1 mugshot, 1 signature, 10 identifying images) are added to the supplemental record when an image is entered and the NIC of the base record is included in the entry transaction. The Image File chapter contains additional details.

16.6 MAXIMUM NUMBER OF ADDITIONAL IDENTIFIERS IN GMC SUPPLEMENTAL ENTRY

1. A maximum of nine additional identifiers of various kinds may be entered in one supplemental record entry message. Additional messages are required if more identifiers are to be entered. Each alias (or variation of name spelling); date of birth; scar, mark, tattoo, etc.; miscellaneous number; Social Security number; citizenship; or caution and medical condition is counted as one identifier. Each set of data relating to an operator's license, a license plate, vehicle, or image is likewise counted as one identifier.
2. For example, a record relating to JOHN SMITH might have appended supplemental data consisting of three other names (AKAs), nine dates of birth, five scars, two miscellaneous numbers (an army serial number and a mariner's document number), two sets of data describing operator's licenses known to have been issued in two states, three sets of data describing license plates known to have come into his possession, and one set of data concerning an automobile known to be in his possession.
3. Entry of this additional data would require several supplemental record entry messages as all of these additional identifiers could not be included in one supplemental record entry.

16.7 ADDITIONAL GUIDELINES FOR GMC SUPPLEMENTAL ENTRY

1. After the GMC record has been identified, each field included in a supplemental record entry, except those entered in sets of data, must be identified by the appropriate field code followed by a slash and the item(s) of data. The data elements must be separated by a period and each field ended with a period. Fields that are not a part of sets of data may be entered in any order in a supplemental record entry.
2. The OLN, LIC, and VIN Fields in the supplemental record format are multiple data element fields; i.e., these fields have more than one data element following the field code and slash and are entered in sets. Each set of data must be preceded by the appropriate field code followed by a slash. The data elements within a set of data must be entered in sequence after the slash, and each data element must be accountable.
3. The field in the main record, other than VIN or LIC data, must be filled before any supplemental entry for that same field will be accepted. For example, any attempt to enter an SOC in a supplemental record will be rejected as a format error if the main record does not contain an SOC in the SOC Field.

4. All numeric identifiers excluding originating agency case number and miscellaneous number are to be entered omitting spaces, hyphens, and symbols. A hyphen may be used in the OCA Field, and a hyphen must be used to separate the two alphabets from the number itself in the MNU Field.

5. When a supplemental record entry contains data concerning a person, a vehicle, or license plate already on file in a Missing Person, Wanted Person, Vehicle, or License Plate File record, the same rules as defined in Section 10 apply.

6. Personal Descriptors, State and Country Codes, and Vehicle Data Codes in the *NCIC 2000 Code Manual* contain appropriate coding of personal identifiers and license and vehicle data.

16.8 MESSAGE FIELD CODE EDITS FOR GMC SUPPLEMENTAL ENTRY

1. ALIAS FIELD (AKA)

1. The field code AKA followed by a slash is used to identify an alias(es) and monikers. An alias includes any name(s) in which any last, first, or middle name is different from that in the NAM Field (or those previously entered in the AKA Fields) for the record, i.e., NAM/SMITH, MICHAEL LEE and AKA/SMITH, LEE MICHAEL.

2. An alias is to be listed with the last name, comma (space after comma is optional), first name or initial, space, middle name or initial if any, space, and suffix meaning seniority, if any, e.g., SR or III.

3. Nicknames (monikers) can be entered without using commas. AKAs and/or variations in name spelling must be separated by a period without repeating the MFC AKA.

The term nickname in NCIC is defined as a name added to or substituted for the proper name of a person, such as their street name (i.e., Shorty). It is not a familiar form of a proper name, such as Jim for James.

2. OPERATOR'S LICENSE SET (OLN)

The field code OLN followed by a slash is used to identify additional operator's license data in an entry. The three data elements making up this field are the operator's license number, state of issue, and year of expiration. All three elements must be included in the order listed in the format and must be separated by a period. For example:

OLN/L234526677238.VA.1976.

In the event more than one operator's license is to be entered at the same time, each set of operator's license data must be preceded by MFC OLN/.

3. LICENSE PLATE SET (LIC)

The field code LIC followed by a slash is used to identify additional license plate data in an entry. This field contains four data elements: LIC, LIS, LIY, and LIT. Elements must be entered in the order listed and must be separated by a period. For example:

LIC/CBA321.MD.1977.TK.

In the event more than one set of license plates is to be included in one supplemental message, each set of license plate data must be preceded by message field code LIC/.

4. VEHICLE SET (VIN)

1. The field code VIN followed by a slash is used to identify an additional vehicle in a supplemental entry. This field contains six data elements: VIN, VYR, VMA, VMO, VST, and VCO.

2. The VIN, VYR, VMA, and VST are required for entry. However, model and color should be entered in proper order when available. Elements must be separated by periods and each data element must be accounted for. For example:

VIN/1L69X6J023456.1976.CHEV.IMP.4D.BLK

or

VIN/1D37Q6R001225.1976.CHEV..2D.

3. In the event data related to other vehicles are entered at the same time, each set of vehicle data must be preceded by MFC VIN/.

16.9 ADDITIONAL IDENTIFYING DATA IN GMC SUPPLEMENTAL ENTRY

Additional dates of birth; scars, marks, tattoos, and other characteristics; miscellaneous numbers; citizenships; and Social Security numbers follow the field codes DOB/, SMT/, MNU/, CTZ/, and SOC/, respectively, without repeating the MFC and separated only by periods. For example:

DOB/19370102.19350823.SMT/SC L CHK.POCKMARKS.
MNU/AF-123456789.SOC/123456789.

16.10 MODIFICATION OF GMC SUPPLEMENTAL DATA

No one-step procedure is available to modify an alias or other identifier in a GMC supplemental record.

To modify, the incorrect AKA or other identifier should be canceled and reentered. Cancellation procedures are set forth in Section 8 of this chapter.

16.11 EXAMPLE OF A GMC SUPPLEMENTAL DATA CANCELLATION

```
1N01HEADER.XGMN.MD1012600.NAM/SMITH, JOHN J.NIC/T000069216.  
AKA/ROE,EDWARD.JONES, EDWARD.DOB/19651012.19630912
```

Acknowledgment:

```
1L01HEADER  
MD1012600  
CANCEL SUPP NAM/SMITH, JOHN NIC/T000069216  
AKA/ROE, EDWARD  
AKA/JONES, EDWARD  
DOB/19651012  
DOB/19630912
```

The preceding example of a cancellation of aliases and other additional identifiers in a supplemental record to a GMC record contains: header (1N01HEADER), message key (XGMN), Originating Agency Identifier (MD1012600), two record identifiers (NAM/

SMITH, JOHN J and NIC/T000069216), and data to be canceled (AKA/ROE, EDWARD.JONES, EDWARD and DOB/19651012.19630912).

16.12 IDENTIFICATION OF A GMC RECORD FOR SUPPLEMENTAL DATA CANCELLATION

When canceling an AKA and/or other additional identifiers contained in a supplemental record, the GMC record to which the supplemental record is appended must be identified by either NAM and NIC, in that order; NIC and OCA, in that order; or NAM and OCA, in that order, with each data element preceded by the proper MFC. Next come the supplemental data to be canceled, with each field preceded by the proper MFC.

16.13 MAXIMUM NUMBER OF ADDITIONAL IDENTIFIERS IN GMC SUPPLEMENTAL DATA CANCELLATION

A maximum of nine identifiers of various kinds may be canceled in one cancel message. Additional messages are required if more than nine identifiers are to be canceled. Each AKA (or name spelling variation), DOB, SMT, MNU, CTZ, or SOC is counted as **one** identifier. Each set of OLN, LIC, or vehicle data (multiple data element fields) is counted as **one** identifier.

16.14 ADDITIONAL GUIDELINES FOR GMC SUPPLEMENTAL DATA CANCELLATION

1. Aliases; dates of birth; scars, marks, tattoos, and other characteristics; miscellaneous numbers; citizenships; and/or Social Security numbers to be canceled are to be set out in the cancellation message in the same manner as in a supplemental record entry. That is, more than one identifier

of the same type may follow the MFC without repetition of the MFC. However, character for character, each identifier to be canceled must be set out exactly as it appears in the supplemental record on file.

2. Each set of operator's license or license plate data (multiple data element fields) must be preceded by OLN/ or LIC/, respectively, and all data elements of the set must appear exactly as they appear in the supplemental record on file. When canceling vehicle data, only the vehicle identification number and make are required following VIN/, with periods accounting for the intervening VYR Field. For example:

VIN/1L69X6JO23456..CHEV

3. When a GMC record is canceled, its entire supplemental record is automatically canceled.

16.15 ADDITIONAL GUIDELINES FOR NCIC 2000 GMC SUPPLEMENTAL DATA CANCELLATION

1. IMAGE SET (IMN)

Up to nine images can be canceled in a supplemental cancel transaction. The format is IMN/<IMN>.<IMT>. The IMN is the NCIC Number of the image and the image type is either S, M, or I. If the image type of the record is not the same type as defined by the IMT, the supplemental data will be rejected.

2. CAUTION AND MEDICAL CONDITIONS (CMC)

Up to nine CMC codes may be canceled in a supplemental cancel transaction. The CMC/ may be followed by the codes to be deleted, separated by periods, or the CMC/ may be repeated for each code to be deleted.

3. SUPPLEMENTAL ACKNOWLEDGMENT MESSAGE

A cancel supplemental transaction can contain up to nine supplemental data. All supplemental data will be processed except data that do not meet field edits or do not exist. The cancel supplemental message will list all supplemental data that were successfully canceled, list all supplemental data not on file, and list all supplemental data that failed due to a REJ SUPP MFC ERROR.

1N01HEADER.XGMN.MD1012600.NAM/SMITH, JOHN J.NIC/T000069216.
AKA/ROE,EDWARD.JONES, EDWARD.DOB/19651012.19309612

Acknowledgment:

1L01HEADER
MD1012600
CANCEL SUPP NAM/SMITH, JOHN NIC/T000069216
AKA/ROE, EDWARD
DOB/19651012

REJ SUPP MFC ERROR
DOB/19309612
REJ SUPP NOT ON FILE
AKA/JONES, EDWARD

The acknowledgment shows the identifiers that were canceled as well as those that failed their edits.