Georgia Bureau of Investigation
Live Scan Data Transmission Specification

Document Control Form

	DOCUMENT CONTROL				
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DOCUMENT TITLE: **Georgia Bureau of Investigation Live Scan Data Transmission Specification**				**DOCUMENT REFERENCE NO: 2014.10.01.001**	
DATE	LOCATION		CHANGE DESCRIPTION		INITIALS
YYYY-MM-DD	SECTION	PAGE			
2014-10-01			First Release		
2015-01-12	29	29-2	GBI RFP (Tag 2.126) Changed to mandatory "1" occurrence for APP. Previously erroneously listed as "0..1"		JCS
2015-02-12	29	29-1	GBI SRN (Tag 2.009) changed to N type from ANS. Changed SEX to "1" occurrence, SOT to "–" (not transmitted)		JCS
2015-02-12	8.6	8-2	Added "mandatory" to edit description for SRN		JCS
2015-02-18	29	29-1	DOA set to 1 for SOT		JCS
2015-02-18	29	29-1	NAM and AKA min length changed to 4.		JCS
2015-02-18	8	8-3	NAM and AKA description changed to state that hyphen is only allowed in last name		JCS
2015-02-20	8.58	8-9	Modified Correction Description field edit description		JCS
2018-03-21	6	6-1	Modified contact e-mail addresses		JCS
2018-03-21	3.4	3-6	Corrected responses from e-mail address (was showing old address from prior system)		JCS
2018-04-11	8.11	8-3	Corrected NAM edit description to specify upper case letters as opposed to any letters		JCS
2018-04-11	8.12	8-3	Corrected AKA edit description to specify upper case letters as opposed to any letters		JCS
2018-04-19	8.32	8-6	Correct ICO edit description to include its allowed use on COR and JCOR TOTs.		JCS
2018-04-19	8.39	8-7	Correct CAU edit description to include its allowed use on COR and JCOR TOTs.		JCS
2018-05-24	3.4.3.1	3-9	Fixed Rap sheet Message Subject Line example		JCS
2019-03-20	3.4.4.2	3-10	Add Rap back tags to UID response		JCS
2019-03-20	3.4.12 - 3.4.19	3-20 – 3-27	Added Rap back specific e-mail message types		JCS
2019-03-20	8.59 – 8.61	8-10	Added Rap back Specific NIST Tags		JCS
2019-03-20	29.2	29-3	Added Rap back Specific NIST TOTs		JCS
2019-03-20	30	30-1	Added note that Rap back TOTs are only Type-1/2		JCS
2019-06-12	31.13	31-10	Changed section name to note GAPs uses different file		JCS
2019-06-12	31.20	31-14	Added section for gaapsrfp.txt (used by GAPS only)		JCS

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2019-09-11	3.4.12.2	3-20	Fixed issues with Pre-Notification message	JCS
2019-09-11	3.4.13.2	3-21	Removed extra space in RAPSUBCRI line	JCS
2019-09-11	3.4.14.1	3-22	Removed extra space inside subject line	JCS
2019-09-11	3.4.14.2	3-22	Removed extra space in RAPSUBCRI line	JCS
2019-09-11	3.4.15.1	3-23	Removed extra space inside subject line	JCS
2019-09-11	3.4.15.2	3-23	Fixed issues with Rap back Undelete Request Response message	JCS
2019-09-11	3.4.16.1	3-24	Removed extra space inside subject line	JCS
2019-09-11	3.4.16.2	3-24	Fixed issues with Rap back Subscription Renewal Request Response message	JCS
2019-09-11	3.4.17.2	3-25	Removed extra space in RAPSUBCRI line	JCS
2019-09-11	3.4.18.2	3-26	Removed extra space in RAPSUBCRI line	JCS
2019-09-11	3.4.19.2	3-27	Removed extra space in RAPSUBCRI line	JCS
2019-09-24	8.15	8-4	Change DOB requirement SOT. Must be 17 or older (as it is searched as Criminal non-retain at FBI)	JCS
2019-09-27	3.4.4.2	3-10	Removed extra space in new Rap back message tags to be consistent with other tags of similar nature. Changed RBSEXPIRE to show placeholder for date instead of an actual date. Changed Rap back subscription notice text in the description to remove extra space after <Rap back Subscription ID> placeholder in text.	JCS
2019-11-06	3.4.4.3	3-11	Added second possible message to Rap back subscription result line for case where FBI rejects for poor quality and no Rap back subscription is created	JCS
2020-04-09	29.1	29-1	Added Description for each of the standard transaction types prior to the table listing the Type-2 fields and occurrences	JCS
2020-04-09	29.2	29-4	Added Description for each of the rap back transaction types used solely by GAPS prior to the table listing the Type-2 fields and occurrences	JCS
2020-04-10	31.20	31-14	Modified GAAPSRFP.TXT file format to add Rap back Submission Flag	JCS
2020-04-10	2	2-1	Updated CJIS Security Document Revision to 5.8. Add statement that devices and agencies need to follow all applicable guidelines in the document.	JCS
2020-04-14	2	2-1	Updated CJIS Security Document standard to follow current version and merged the two statements that referenced the document into a single statement	JCS
2020-04-14	29.1	29-1	Removed editing mistake in SOT transaction description	JCS
2020-04-15	7.10	7-3	Removed reference to LAPP in TCR description. LAPP is a local only TOT not used or seen by live scan devices.	JCS
2020-04-15	3.4.18	3-25	Replaced "xx" filler text with actual number of days prior to expiration a notice is sent (30)	JCS
2020-04-15	3.4.4.2	3-11	Updated Rap back subscription notice for when no subscription was created.	JCS

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2020-04-15	7.10	7-3	TCR field description updated to note that the rap back only maintenance and pre-notification TOTs do not use this field.	JCS
2020-05-18	6	6-1	Updated section	JCS
2020-09-25	3.4.13.2	3-22	Added LSTCN to GBI Rap back Notification Response Format	JCS
2020-09-25	3.4.14.2	3-23	Added LSTCN to GBI Rap back Subscription Deletion Request Response	JCS
2020-09-25	3.4.15.2	3-24	Added LSTCN to GBI Rap back Subscription Undeletion Request Response Format	JCS
2020-09-25	3.4.16.2	3-25	Added LSTCN to GBI Rap back Subscription Renewal Request Response Format	JCS
2020-09-25	3.4.17.2	3-26	Added LSTCN to GBI Rap back Subscription Update Request Response Format	JCS
2020-10-29	8.42	8-8	Citation field description. Changed Mandatory at start of description to Optional	JCS
2021-02-04	3.4.12.1	3-21	Changed Message part text of Rapback Pre-Notification	JCS
2021-02-04	3.4.14.2	3-23	Changed message part text of GBI Rap back Subscription Deletion Request Response for no grace period case	JCS
2021-02-04	3.4.19.2	3-28	Changed message part text of GBI Rap back Subscription Expiration Warning for no grace period case	JCS
2021-02-04	29.2	29-4	Added text to RBUDL description to indicate the TOT is unavailable when there is no grace period set before purging of deletions occurs and that it is the current setting.	JCS
2021-02-05	3.4.18	3-27	GBI Rap Back Subscription Upcoming Expiration Notice changed time period to indicate it is a system setting and currently set to 60 days.	JCS
2022-07-11	8.53	8-9	Changed name and description for tag 2.198 to acknowledge the flag now has a dual purpose.	JCS
2022-07-11	29.1	29-3	Changed name for tag 2.198 to acknowledge the flag now has a dual purpose.	JCS
2022-07-11	29.2	29-5	Changed name for tag 2.198 to acknowledge the flag now has a dual purpose.	JCS
2024-01-23			Replaced FTP with SFTP and POP3 with POP3S wherever it occurred	JCS
2024-01-23			Replaced live scan device number examples (three digit changed to four digit wherever it occurred.	JCS
2024-01-23	7.9	7-2	Updated LSTCN section for new format	JCS
2024-02-07			Removed all references to RBUDL (No longer used)	JCS
2024-02-07			Replaced all instances of T-Net and AFIS with MBIS where appropriate	JCS
2024-02-07			Replaced all references of FTP with SFTP	JCS
2024-02-07			Replaced all references of POP3 with POP3S	JCS
2024-02-07			Changed device ID size from 3 to 4 and updated all examples to new length	JCS

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2024-02-07			Removed GBI Rap back Subscription Undeletion Request Response Format section (no longer applicable)	JCS
2024-02-07			Removed FBI Name Search Form Format (no longer applicable)	JCS
2024-02-12	8.53	8-10	Inserted subsection for new tag 2.136 WARRANTID, renumbered subsequent subsections within Section 8, and updated tables in Section 29 where those subsections were referenced.	JCS
2024-03-08	8.40	8-8	Updated Offense Code check to check against effective date range that is now going to be sent in the valtab table.	JCS
2024-05-15	9	9-1	Updated Document References	JCS
2024-05-15	10	10-1	Updated Document References	JCS
2024-05-15	11	11-1	Updated Document References	JCS
2024-05-15	12	12-1	Updated Document References	JCS
2024-05-15	13	13-1	Updated Document References	JCS
2024-05-15	14	14-1	Updated Document References	JCS
2024-05-15	15	15-1	Updated Document References	JCS
2024-05-15	16	16-1	Updated Document References	JCS
2024-05-15	17	17-1	Updated Document References	JCS
2024-05-15	18	18-1	Updated Document References	JCS
2024-05-15	19	19-1	Updated Document References	JCS
2024-05-15	20	20-1	Updated Document References	JCS
2024-05-15	21	21-1	Updated Document References	JCS
2024-05-15	22	22-1	Updated Document References	JCS
2024-05-15	23	23-1	Updated Document References	JCS
2024-05-15	24	24-1	Updated Document References	JCS
2024-05-15	25	25-1	Updated Document References	JCS
2024-05-21	31.18	31-13	type1new.txt is now type1.txt. Removed old type1.txt and renumbered subsequent sections	JCS
2024-05-22	29.1 29.2	29-3 29-6	Increased Maximum length of Offense Description to 300 (Tag 2.047 ASL)	JCS
2024-05-22	31.9	31-7	Changed offense.txt table format to accommodate longer offense description. Added severity and range information to make it easier for agencies to select the right charge.	JCS
2024-05-22	8.11 29.1 29.2	8-3 29-2 29-6	Changed maximum length for occurrence of NAM (2.018) to 50.	JCS
2024-05-22	8.12 29.1 29.2	8-3 29-2 29-6	Changed maximum length for occurrences of AKA (2.018) to 50.	JCS

Table of Contents

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1   Introduction

For over a century, fingerprints have been the primary means of personal and arrest identification. Current technology provides an electronic fingerprint capture method via a live scan device that replaces the inked card process. A live scan device produces records by electronically scanning and capturing fingerprint images. The live scan process requires no ink and uses advanced electronics to ensure accurate image capture for better quality images. Live scan capture saves time and effort and greatly improves the quality of fingerprints at arrest booking and applicant processing centers.

Live scan devices represent the major input component for images to the state and national fingerprint-identification systems. These electronic images are submitted to the State Multimodal Biometric Identification System (MBIS) and a search is automatically initiated to determine proper identification. Depending on workflow, identification responses are returned to the live scan device that submitted the transaction within 5 minutes to 24 hours.

In addition to submitting arrest fingerprints, live scan devices can capture and submit palm prints, iris images, and Type 10 digital image records of arrest photographs from NIST-compliant mugshot systems to the Georgia Bureau of Investigation's (GBI) MBIS. Live scan and mugshot vendors should comply with the "ITL 1-2011 Update: 2015) NIST Special Publication (SP) 500-290 - American National Standards Institute/ National Institute of Standards and Technology (ANSI/NIST) – Information Technology Laboratory (ITL) 1-2011 American National Standard For Information Systems – Data Format for the Interchange of Fingerprint, Facial, and Other Biometric Information, November 2011", standard to ensure iris and facial images are submitted in the required format.

The successful capture of palm prints aids in the retention of palm prints within the GBI MBIS and enrollment in the Federal Bureau of Investigation (FBI) National Palm Print System (NPPS). For palm print enrollment into the NPPS, palm print capture systems must be compliant with the Electronic Biometric Transmission Specification (EBTS) v 11.2 "Appendix P: Specifications for Transmitting Palm Prints and Supplemental Fingerprints".   Each palm submitted must have the following:

- One Writer's Palm image AND
- Either:
  - One Full Palm image OR
  - One Upper Palm image and one Lower Palm image

Rap back functionality was added to the system and went online in 2021. Rap back subscriptions are initiated from Georgia Applicant Processing Services (GAPS) only so information contained inside this document regarding rap back submissions, responses, notifications and maintenance TOTs apply only to the GAPS vendor.

2   Standards

Live scan systems must comply with the FBI Next Generation Identification (NGI) Image Quality Specifications (IQS). NGI is developed according to standards which establish an infrastructure for the exchange of fingerprint identification information between local, state and federal users, and between those users and the FBI. To exchange fingerprint identification data effectively across jurisdictional lines or between dissimilar systems made by different manufactures, standards are needed to specify a common format for the data exchange. Therefore, live scan devices are required to meet the FBI's NGI standards and those amended by GBI to include the following.

- **ITL 1-2011 Update: 2015) NIST Special Publication (SP) 500-290 - American National Standards Institute/ National Institute of Standards and Technology (ANSI/NIST) – Information Technology Laboratory (ITL) 1-2011 American National Standard For Information Systems – Data Format for the Interchange of Fingerprint, Facial, and Other Biometric Information, November 2011**, (https://www.nist.gov/publications/data-format-interchange-fingerprint-facial-otherbiometric-information-ansinist-itl-1) - This document provides guidelines for the exchange of biometric information between various federal, state, local tribal and international MBIS systems.

- **Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS),** (v11.2 September 20, 2023) - This document specifies the file and record content, format, and data codes necessary to exchange fingerprint and biometric identification information between federal, local and state users and the FBI. It provides a description of all requests and responses associated with electronic fingerprint identification services. It also establishes error messages, specific compression algorithms for the exchange of fingerprint image information, and image quality assurance methods.

- **WSQ Gray Scale Fingerprint Image Compression Specification** (v3.1 October 10, 2010). - Specifies a class of encoders for converting source fingerprint image data to compressed image data; a decoder process for converting compressed image data to reconstructed fingerprint image data; and coded representations for compressed image data.

- **Georgia Bureau of Investigation Live Scan Data Transmission Specification** (GBI May 2024). - This document contains specifications that govern how live scan devices will electronically submit fingerprint and text data to the Georgia Bureau of Investigation's MBIS Landing Server

- **FBI Criminal Justice Information Services Security Policy (CSP)** – Agencies utilizing devices that transmit or receive CJIS information shall follow all policies in the current CSP document related to device access, password attributes, usage, and auditing.

- **Social Security Administration (SSA) Social Security Number (SSN) Changes** (June 2011) - To increase the number of SSNs available for use by the SSA and to help reduce identity theft, SSA changed the methodology by which SSNs are issued.

     1. SSA will issue SSNs with the number "8" in position 1.
     2. SSA will include all possible SSNs with the number "7" in position 1.

- **FBI Practical Guide for Palm Print Capture – Document Overview** (May 5, 2013) - The FBI's Next Generation Identification (NGI) deployed the National Palm Print System (NPPS). The NPPS facilitates the storage and search of both known and unknown palm prints and enables users to compare latent palm prints left at crime scenes against this centralized national

repository. To ensure the NPPS has a gallery of high quality known palm prints, the NGIPO developed this guide to enhance user understanding of the palm anatomy and provide a practical look at best practices for their capture, based on what works best with NGI matching algorithms.

3 Live Scan Data Transmission Specification

3.1 Introduction/Overview

This section contains specifications that govern how live scan devices will submit fingerprint and text data to the Georgia Bureau of Investigation Live Scan Service. The discussion is limited to software and procedural considerations.

3.1.1 Connection Prerequisites

Live scan devices must be capable of sending and/or receiving the following via SFTP:

- Sending NIST submissions to GBI.

- Receiving submission acknowledgments from GBI.

- Checking configuration parameters.

- Checking for valtab updates.

- Downloading valtab updates.

Live scan devices also must be capable of receiving POP3S messages for the following purposes:

- Identification responses related to submissions.

- Rejection responses related to submissions.

- Rap sheet responses related to submissions.

- Non-standard administrative messages from the central site.

A live scan device must be assigned the following items before connecting to the GBI:

- Device ID.

- Group ID.

- SFTP and POP3S User id.

- SFTP and POP3S password.

- Network connection information including TCP/IP address (see Section 6 for network connection options.)

- Host Address to access SFTP and POP3S.

- The name of the "common" partition used to retrieve its environment file.

3.1.2 SFTP General Description

The general flow for SFTP is as follows:

Upon initial connection to GBI:

1. Check environment configuration file to determine live scan directory and check intervals.

2. Check for updated validation tables and update internal validation tables accordingly.

When submitting a NIST submission:

1. Check for presence of "SUBMIT" file.

2. Place NIST file in device submission directory.

3. After NIST file has completed being placed in device submission directory, place signal file in sigfiles directory.

Checks to make periodically while connected:

1. Check device outfile directory, no less often than minimum check interval and no more often than maximum check interval, for acknowledgment files and or administrative file messages.

2. At least once a day or upon user-initiated request, check for updated validation tables and update internal validation tables accordingly.

3.2   SFTP Processes

3.2.1 Check Environment Configuration File for Group

Whenever the live scan device is turned on and makes its initial connection to GBI via SFTP, it must check its environment configuration file to determine directories and minimum/ maximum acknowledgment/message checking intervals. The environmental configuration file is in the envfiles folder of the common partition. The file name to retrieve is the same name as the device Group ID. For example, if the common partition is "/lscommon" and the device Group ID is grp1, the environment configuration file will be located at /lscommon/envfiles/grp1.

The environment configuration file is a one-line text file containing three parameters:

*   The base directory location for the live scan device group.

*   The minimum interval to check for acknowledgement files and response messages in minutes.

*   The maximum interval to check for acknowledgement files and response messages in minutes.

The environment configuration file base directory along with Group ID and Device ID are used to determine directory paths for the live scan.

Example:

Device ID is 0001

Group ID is grp1

Common partition is "/lscommon"

Live scan makes initial connection and retrieves /lscommon/envfiles/grp1 file, which contains the following information:

/LSDIR1,2,60

From the above information, the live scan should then configure itself as follows:

*   Device submission directory for NIST files: /LSDIR1/grp1/0001.

- Sigfiles directory for signal file when submitting NIST files: /LSDIR1/sigfiles.

- Device outfile directory to check for submission acknowledgment and administrative file messages: /LSDIR1/grp1/0001/out.

- Minimum time frame between checks of outfile directory: 2 minutes.

- Minimum time frame between checks of POP3S mailbox for messages: 2 minutes.

- Maximum time frame between checks of outfile directory: 60 minutes.

- Maximum time frame between checks of POP3S mailbox for messages: 60 minutes.

3.2.2   Check for and Update Live Scan Validation Tables

Whenever the live scan device is turned on and makes its initial connection to GBI via SFTP and at least once a day thereafter or upon user request, it must check the validation tables for updates and update appropriate tables on the device as necessary.

The basic process for checking and updating validation tables is as follows:

1. Retrieve revision control file from GBI SFTP server. This file is in the valtabs folder of the common partition and is called revcon.dta (revcon.tst in test mode). For example, if the common partition is "/lscommon", retrieve /lscommon/valtabs/revcon.dta.

2. The first line of the revision control file contains the most recent date and time a validation table file was updated. It will contain this information in the form yyyyjjjhhmm where "yyyy" is the year, "jjj" is the Julian date, and "hhmm" is the hour and minutes in 24-hour format. If the locally maintained copies of the files are up to date as of that date and time, it is not necessary to check further.

3. If the most recent revision date/time on the first line in revcon.dta is more recent than the last live scan device table update, the remaining lines of the file should be scanned for tables that have been updated since its last check. The first part of each subsequent line contains a date/time of update for a particular valtab table file (in the same yyyyjjjhhmm format as the first line) followed by the valtab table file name minus extension. The live scan device should retrieve any valtab table files that have been updated since its last check. So, if the live scan device determines the file "cnt" needs to be updated and the common partition is "/lscommon", the live scan device should retrieve the file /lscommon/valtabs/cnt.txt.

4. The live scan device should replace the values in its internal tables with the values downloaded in the updated files. The validation table files are fixed width delimited text files. The format of each file and the revision control file itself is described in Section 31.

3.2.3   Sending a NIST Submission

The process for sending a NIST submission is as follows:

1. Prior to sending any submissions, the live scan device needs to check the device outfile directory for a file named "SUBMIT". If this file is present, the MBIS is ready to receive submissions. If the file is not present, the live scan device may not send any submissions. If the file is not present and the live scan device has files waiting for submission, it should check periodically (between the minimum and maximum check intervals) for the presence of the "SUBMIT" file until it becomes present again, at which time the submissions may be sent.

2. Following the gathering of fingerprint and demographic information, the live scan device shall create a NIST file that conforms to the specifications outlined in this document (NIST file format

with all required fields present and all information sent following proper edit specifications). The file name shall be in the form ddhhmmss (no extension) where "dd" is the day of the month and 'hhmmss' is the time to the second in 24-hour format that the submission is being sent. So, for example, if the file is sent on the 26th of the month at 1:15:30pm, the file name shall be "26131530."

3. The live scan device shall create a signal file with the same name as the NIST file created above and an extension of the assigned Device ID. Using the same example from step 1, if the live scan device id is "0001", the signal file name will be "26131530.0001." The contents of the signal file will contain a minimum of the following:

- SIGF: followed by the signal file name on a line by itself, e.g. "SIGF:26131530.0001."

- __END__ (<u>two</u> underscore characters before and after "END") as the end of the file on a line by itself.

The contents may contain additional information used by the live scan device as information in the signal file will be returned in the acknowledgment, but the above two lines must be present and "__END__" must be the last line in the file. **NOTE: If the signal file contents are invalid, the submission will not be processed by MBIS and no acknowledgment will be sent.**

4. The NIST file created in Step 2 shall be transmitted via SFTP to the device submission directory.

5. Upon successful transmission of the NIST file to the device submission directory, the signal file created in Step 3 shall be transmitted to the signal files directory. **NOTE: If the signal file is sent before the NIST file is fully sent, this may result in the MBIS system not finding the NIST file or attempting to process an incomplete NIST file. In the former case, the signal file would be removed, and no acknowledgment sent. The latter case will result in submission rejection.**

3.2.4 Checking Outfile Directory

The live scan outfile directory is where MBIS places acknowledgment files (indicating receipt of submissions) and standard administrative messages such as when the system is started up or shut down. The outfile should be checked not more often than the minimum check time in minutes and not less often than the maximum check time in minutes.

Checking the outfile directory is done as follows:

1. SFTP to device outfile directory.

2. Retrieve all files in directory **except** "SUBMIT" file if it is present.

3. After retrieving a file, remove it from the directory.

The different types of outfiles are described in the next couple of subsections.

3.2.4.1 Administrative Outfile

An Administrative outfile will have the format ddhhmmss.mad where "dd" is the day of the month and "hhmmss" is the time to the second in 24-hour format the file was created and placed in the outfile directory. An administrative outfile contains the following information:

- TYPE: mad
- CODE: <admin code>
- MSG: <admin code description>

<admin code> will be one of the following:

Admin Code	Admin Code Description
A090	AFIS shutting down.
A000	Resume transmission

Table 3-1: Admin Codes

3.2.4.2 Submission Acknowledgment Outfile

A submission acknowledgment outfile will have the same file name as the sigfile the submission was submitted with and will contain the information contained within the sigfile plus a 10-digit SAN.

3.2.5 Resending a NIST Submission

In very rare (unforeseen) circumstances, it is possible that a live scan device submission gets "lost." In such a case, the live scan device may be set to automatically resubmit after the maximum time frame between checks of outfile has elapsed. Before automatically resubmitting, check the following:

1. Verify the signal file is not still in the sigfiles directory. If it is, the system has not picked up the original submission. Do not resubmit.

2. Verify the outfile for the submission is not present before resending.

If the above is true, the submission may be resent using the same procedure in Section 3.2.3.

If a resent transaction was, in fact, already received and either in process or completed, then a reject message will be returned for the submission indicating the transaction is in process or already completed.

3.3 Checking for Responses via POP3S

MBIS messages and responses other than outfiles described in Section 3.2.4 will be sent as e-mail messages. Each live scan device will have its own mailbox. The mailbox should be checked and cleared of messages not more often than the minimum check time in minutes and not less often than the maximum check time in minutes.

Check the mailbox as follows:

1. Log into mailbox using device POP3S user id and password.

2. Check for and retrieve all messages in mailbox.

3. When messages are successfully *retrieved* (not necessarily processed by the device), the messages are to be removed from the mailbox. Maintaining retrieved messages until they complete any device processing is the responsibility of the live scan device, not MBIS.

3.3.1 Notes on POP3S Responses

A couple of notes on POP3S responses:

1. The subject lines are static except where identifying information is placed, which is typically a set length. The subject line can thus be programmatically scanned to extract information.

2. For tagged text responses, the tag will be in all caps and followed by a comma, e.g. "LS TCN:". The remainder of the line will contain the information associated with the tag. These tag lines can also be used to programmatically extract information (such as identifying numbers) from the response. The exception to this rule is the "NOTE n:" tag. The "NOTE n:" tag contains free text

information that is subject to change at any time. Do not programmatically scan "NOTE n:" tag lines to extract information.

3. Additional tags may be added to messages and the specification will be updated, but the addition of a tag should not "break" the processing of a response by a live scan device. Changing the order of display for tagged information should not "break" processing, either (though this is not expected to occur). Should GBI remove a tag from a message, vendors will be notified of the change and provided adequate time to make changes.

4. It is not recommended to programmatically scan the contents of a GBI Rap sheet response or the rap sheet portion of an FBI/DHS response. The layout of these is not under MBIS control and could change.

3.4   POP3S Standard Message Formats

Standard POP3S messages will be sent from the mail account <u>mbis@mbis.gbi.ga.gov</u> **(this address is still subject to change and spec will be updated if it does)**. The standard POP3S message formats are described below.

3.4.1   GBI Reject Message Format

Reject messages are sent as a response when MBIS has found issues with the demographics, fingerprints, and/or images sent that prevent processing the submission.

3.4.1.1   E-Mail Subject Line

The e-mail subject line for a GBI Reject message is as follows:

mrj TCN: <LS TCN> - GBI Reject Response

where <LS TCN> is the Live Scan TCN (NIST Tag 1.09) of the submission to which the reject message is referring. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line

3.4.1.2   E-Mail Message Contents

The e-mail message contents for a GBI Reject message are as follows:

TYPE:mrj
LSTCN:<LS TCN>
GBITCN:<GBI TCN>
DATE/TIME: <yyyy-mm-dd hh:mm:ss>
NAME:<Name>
RESUBMITTCR: <TCR>
RCODE: <Reject Code>
RLITERAL: <Reject Description>
NOTE n: " <Note Contents>

where:

- <LS TCN> - is the live scan TCN (NIST Tag 1.009.)

- <GBI TCN> - is the GBI issued TCN for the submission.

- <yyyy-mm-dd hh:mm:ss> – Date and time submission was rejected.

- <Name> - Name of subject submitted with transaction (NIST Tag 2.018.)

- <TCR> - The Transaction Reference (TCR) to be used when resubmitting. If this cannot be determined, then "CANNOT DETERMINE" will be displayed. This situation could occur if a transaction was resubmitted with an incorrect TCR. If TCR should not be specified on resubmission at all, "DO NOT SPECIFY" will be displayed.

- <Reject Code> - Four-character reject code identifying a reason for rejection.

- <Reject Description> - Description of reject for previously listed code. This will also often have information about where in the NIST file the reject occurred.

- <Note Contents> - Free text contents of NOTE n.

There may be multiple occurrences of RCODE followed by RLITERAL, one set for each reason rejected. There may be multiple occurrences of NOTE n (or none at all) following the RCODE/RLITERAL pairs.

3.4.2 GBI Identification Response Format

The GBI Identification Response is sent when MBIS has finished its identification and criminal history updates. GBI is what is referred to as an "NFF" state. In the event MBIS has positively identified the individual, it is likely there will not be a subsequent FBI ID response. GBI will simply include the FBI number in the ID response and request rap sheet information from other states to include in its own rap sheet response.

3.4.2.1 E-Mail Subject Line

The e-mail subject line for a GBI Identification Response is as follows:

mid TCN: <LS TCN> - GBI Identification Response

where <LS TCN> is the Live Scan TCN (NIST Tag 1.09) of the submission to which the identification message is referring. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line.

3.4.2.2 E-Mail Message Contents

The e-mail message contents for a GBI Identification Response will vary depending on the type of transaction and whether it is an ident or non-ident response. A list of all the tags is shown below and an explanation of the differences will follow:

TYPE:mid
LSTCN:<LS TCN>
GBITCN:<GBI TCN>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
NAME:<Name>
SID:<GA SID>
OTN:<GA OTN>
OCA:<Agency OCA>
SRN:<SRN>
FBI/UCN:<FBI/UCN>
IDENT:<IDENT RESULT>
RAPRESP: <Rapsheet response information>
FBIRESP:<FBI Response Information>
SEXOFF:<Sex Offender Notice>
NSOR:<Name search only result>

The tags and their values are discussed below:

- TYPE:mid – Message Type value is always "mid" for this type of response.

- LSTCN:<LS TCN> - Live Scan TCN of submission (NIST Tag 1.009.).

- GBITCN:<GBI TCN> - GBI issued TCN for submission.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of Identification Response.

- NAME:<Name> - Name of subject *as identified by MBIS*. May not be name originally submitted.

- SID:<GA SID> - Georgia SID number assigned to subject. If transaction is applicant with no reportable history, value here will be "NoRecord,"

- OTN:<GA OTN> - For criminal/juvenile transaction types, will contain the Georgia OTN assigned to the arrest cycle. For other transaction types, this will be empty.

- OCA:<Agency OCA> - For transactions where agency submitted an OCA number, the number submitted will appear here; otherwise, it will be empty. This tag does not appear for SEX transactions.

- SRN:<SRN> - For SEX transactions only the response will contain the Sex Offender Record Number (SRN). This tag will not appear for other transaction types.

- FBI/UCN:<FBI/UCN> - When available, will be populated with FBI Number or FBI UCN of subject. Otherwise, this tag will not appear.

- IDENT: <Ident Result> - Contains identification result from GBI search. This varies by ident result and transaction type. Explanation of possible results is explained later.

- RAPRESP: < Rap sheet response information > - Explains whether GBI rap sheet response is forthcoming, not requested, or not applicable. Explanation of possible results is explained later.

- FBIRESP:<FBI Response Information> - Explains whether FBI response information is included, forthcoming, or not applicable. Explanation of possible results is explained later.

- SEXOFF:<Sex Offender Notice> - If the subject is identified and is registered in the Georgia Sex Offender Registry, this tag will be presented and contain "SUBJECT IS GEORGIA REGISTERED SEX OFFENDER." Otherwise, this tag will not appear. This tag will also not appear for SEX transactions.

- NSOR:<Name search only result> - If an applicant submission has poor print quality that cannot be improved, GBI may elect to perform a CCH name search instead of a fingerprint-based search. If that occurs, the warning "FINGERPRINTS WERE REJECTED FOR UNFIXABLE POOR QUALITY. ABOVE RESULT IS BASED UPON NAME AND DEMOGRAPHIC SEARCH ONLY" will be displayed here. Otherwise, this tag will not appear.

<Ident Result> has the following possible cases:

- "RECORD ON FILE" – For any transaction for which there was a GA SID on file and available criminal history.

- "NO RECORD ON FILE" – When a criminal search results in a non-ident (new offender.)

- "NO GEORGIA CRIMINAL HISTORY IS AVAILABLE FOR THIS REQUEST" – When an applicant search results in a non-ident or there is otherwise no criminal history information available for the type of search requested.

< Rap sheet response information > has the following possible cases:

- "PLEASE WAIT FOR GBI RAPSHEET RESPONSE" – A GBI Rap sheet has been requested and will be forwarded to submitter when received.

- "RAPSHEET NOT REQUESTED" – Submitter did not request rap sheet results (NIST Tag 2.070 was set to "N" on submission) or transaction type does not request/return rap sheets. There will be no GBI Rap sheet sent nor will there be a rap sheet in an FBI response if the FBIRESP: tag indicates an FBI response is to be expected.

- "NO GBI RAPSHEET FOR THIS SUBMISSION" – There is no criminal history available for the type of search requested. There will be no GBI Rap sheet sent.

<FBI Response Information> has the following possible cases:

- "PLEASE WAIT FOR FBI RESPONSE" – Transaction has been forwarded to FBI and an additional response from the FBI should be expected.

- "FBI CRIMINAL HISTORY IS INCLUDED IN GBI RAPSHEET IF REQUESTED" – Subject has been identified at GBI and out- of-state criminal history has been requested via GA CCH and will be included in the GBI Rap sheet, if a rap sheet was requested by the submitter. An additional FBI response should *not* be expected.

- "NO FBI CRIMINAL HISTORY IS AVAILABLE FOR THIS REQUEST" – No out-of-state criminal history is available for the type of search requested. An additional FBI response should *not* be expected.

- "GEORGIA CHECK ONLY. FBI CHECK NOT REQUESTED" – The type of search requested did not include an FBI search. An additional FBI response should *not* be expected.

3.4.3   GBI Rap sheet Response Format

The GBI Rap sheet Response contains the GBI Rap sheet requested from CCH for the transaction.

3.4.3.1   E-Mail Subject Line

The e-mail subject line for a GBI Rap sheet Response is as follows:

Merged MBIS Rapsheets for GA-CCH TCN <GBI TCN>, Requesting ORI <CRI> (Send), LSTCN <LS TCN>

If the response is a resend of a prior message, the message subject will be as follows:

Merged MBIS Rapsheets for GA-CCH TCN <GBI TCN>, Requesting ORI <CRI> (ReSend), LSTCN <LS TCN>

In both cases:

- <GBI TCN> - is the GBI assigned TCN.

- <CRI> - is the Controlling Agency ORI (NIST Tag 2.073.).

- <LS TCN> - is the Live Scan TCN (NIST Tag 1.009) of the submission.

3.4.3.2 E-Mail Message Contents

The e-mail message contents for a GBI Rap sheet Response are the contents of the GBI rap sheet received by MBIS from CCH (NOTE: GBI rap sheets may include results from other states. If so, this will be noted inside the rap sheet). GBI Rap sheets are lengthy and subject to change in format. A sample rap sheet is not provided here.

3.4.4 Unified Identification/Rap sheet Response Format

The Unified Identification Response returns the GBI and FBI results and/or rap sheets as a single message. This is done for applicant transactions to simplify the response process. The Unified Identification response, unlike most other plain text responses, is an HTML formatted response with in-line images.

3.4.4.1 E-Mail Subject Line

The e-mail subject line for a GBI Unified Identification/Rap sheet Response is as follows:

uid TCN: <LS TCN> - GBI Unified Identification Response

where <LS TCN> is the Live Scan TCN (NIST Tag 1.09) of the submission the unified identification response is referring to. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line.

3.4.4.2 E-Mail Message Contents

The e-mail message contents for a GBI Unified Identification/Rap sheet Response are as follows:

<GBI Logo Image> <GBI Address/Phone Information>
LSTCN:1232545545
GBITCN:54654654654665
DATE/TIME:2013-10-11 07:37:48
RAPSUBID:<Rapback Subscription ID>
RAPSUBCRI:<Rapback Agency Contributor ID)>
RBSEXPIRE:<yyyy-mm-dd>
NAME:LAST, FIRST MIDDLE (TNET SUBMITTED NAME)
PHOTO:
<Photo if applicable>
<Rapback subscription notice only if applicable>
<Name search result only warning if applicable>
<Results summary>
<GBI Rapsheet Information if present>

< FBI Rapsheet Information if present>
<FBI Reject/Name Search form if applicable>

The tags and their values are discussed below:

- LSTCN:<LS TCN> - Live Scan TCN of submission (NIST Tag 1.009.).

- GBITCN:<GBI TCN> - GBI issued TCN for submission.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of Unified Identification Response.

- RAPSUBID – If transaction is a rap back subscription transaction, this will have the newly generated Rap back Subscription ID for the subject. If the transaction is not a rap back subscription transaction, this will not be included in the response.

- RAPSUBCRI – If transaction is a rap back subscription transaction, this will have the Contributor ID (ORI/OAC) of the agency associated with the subscription. If the transaction is not a rap back subscription transaction, this will not be included in the response.

- RBSEXPIRE:<yyyy-mm-dd> - Date of rap back subscription expiration. If the transaction is not a rap back subscription transaction, this will not be included in the response.

- NAME:<Name> - Name of subject as submitted by agency.

- PHOTO - If subject "hits" at GBI and photo is available, most recent subject photo available will be displayed below this line. Otherwise "PHOTO NOT AVAILABLE" will be displayed on the same line following the tag.

- Rap back subscription notice only if applicable – if transaction is a rap back subscription transaction, one of two messages will be displayed. If the subscription is created, then it will read as "THIS SUBJECT IS NOW REGISTERED AND SUBSCRIBED FOR RAPBACK WITH THE SUBSCRIPTION ID <Rapback Subscription ID>. PLEASE RETAIN THIS SUBSCRIPTION ID FOR YOUR RECORDS". If the subscription is not created because the GBI or FBI rejected prints for poor quality, it will read as "THE GBI AND/OR FBI REJECTED FINGERPRINTS FOR POOR QUALITY. NO RAPBACK SUBSCRIPTION WAS CREATED."

- Name search result only warning if applicable - If an applicant submission has unfixable poor print quality, GBI may elect to perform a CCH name-search instead of a fingerprint-based search. If that occurs, "FINGERPRINTS WERE REJECTED FOR UNFIXABLE POOR QUALITY. THE FOLLOWING GEORGIA RESULT IS BASED UPON NAME AND DEMOGRAPHIC SEARCH ONLY." will be displayed. Otherwise, this will not appear.

- Results Summary - One of the following will be displayed based on whether the check was GA Check only or GBI/FBI check and whether available criminal history results were found:

  o "THE FOLLOWING GEORGIA CRIMINAL HISTORY RECORD INFORMATION WAS FOUND:".

  o "NO GEORGIA CRIMINAL HISTORY RECORD FOUND."

  o "THE FOLLOWING GEORGIA AND FBI NATIONAL CRIMINAL HISTORY RECORD INFORMATION WAS FOUND:".

  o " NO GEORGIA OR FBI NATIONAL CRIMINAL HISTORY RECORD FOUND."

- GBI Rap sheet Information if present - If the response is to include a GBI rap sheet, the contents of the GBI rap sheet from CCH will appear here.

- FBI Rap sheet Information if present - If the response is to include an FBI rap sheet, the contents of the FBI rap sheet will appear here.

- FBI Reject/Name Search form if applicable – If the transaction was twice rejected by the FBI, the message "THE FBI REJECTED FINGERPRINTS FOR POOR QUALITY. COMPLETE AND RETURN NAME SEARCH FORM BELOW." will be displayed followed by information needed for submitting a name search form.

3.4.5 FBI Identification Response Format

The FBI Identification Response contains ID results from search and FBI rap sheet information (if applicable and rap sheets were requested.)

3.4.5.1 E-Mail Subject Line

The e-mail subject line for an FBI Identification Response is as follows:

mfi TCN: <LS TCN> - FBI Identification Response

If the response is a resend of a prior message, " RESEND" will be appended to the end of the subject line.

3.4.5.2 E-Mail Message contents

The e-mail message contents for an FBI Identification Response are as follows:

TYPE:mfi - FBI Identification Response
LS TCN:<LS TCN>
GBI TCN:<GBI TCN>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
OCA:<Agency OCA>
FBI/UCN:<FBI/UCN>
SID:<GA SID>
NAME:<Name>
FBI IDENT:<FBI IDENT RESULT>
FBI RAPSHEET RESPONSE BELOW:

<FBI Rapsheet Info>

The tags and their values are discussed below:

- TYPE: mfi – FBI Identification Response – Message Type value is always "mfi – FBI Identification Response" for this type of response.

- LSTCN:<LS TCN> - Live Scan TCN of submission (NIST Tag 1.009).

- GBITCN:<GBI TCN> - GBI issued TCN for submission.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of FBI Identification Response.

- OCA:<Agency OCA> - For transactions where agency submitted an OCA number, the number submitted will appear here. Otherwise, it will be empty.

- FBI/UCN:<FBI/UCN> - When available, will be populated with FBI Number or FBI UCN of subject. Otherwise, this tag will not appear.

- SID:<GA SID> - Georgia SID number assigned to subject from FBI response. If no SID returned in FBI response, value will be empty.

- NAME:<Name> - Name of subject *as returned in FBI response*. May not be name originally submitted.

- FBI IDENT: <FBI Ident Result> - Contains identification result from FBI search. 'Y' indicates hit against existing subject. 'N' means no existing subject found in FBI search.

- FBI RAPSHEET RESPONSE BELOW: (followed by <FBI Rapsheet Info>) – When rap sheets have been requested in submission, FBI Rap sheet information (or a non-ident narrative) will appear here. If rap sheets were not requested, this tag and the rap sheet information will not appear

3.4.5.3   Attachments

A live scan device may be configured to receive the raw NIST data for all responses from the FBI/DHS. If configured at GBI, the NIST file response from FBI will be attached to the message as an attachment. This is optional and not a requirement.

3.4.6   FBI Reject Message Format

3.4.6.1   E-Mail Subject Line

The e-mail subject line for an FBI Reject Message is as follows:

mfi TCN: <LS TCN> - FBI Reject Response

If the response is a resend of a prior message, " RESEND" will be appended to the end of the subject line.

3.4.6.2   E-Mail Message Contents

The e-mail message contents for an FBI Reject Message are as follows:

TYPE:mfi - FBI Reject Response
<GBI INFO>
LS TCN:<LS TCN>
GBI TCN:<GBI TCN>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
Message:<FBI Reject Info>
OCA:<Agency OCA>
FBI/UCN:<FBI/UCN>
SID:<GA SID>
NAME:<Name>
NOTE:<Note contents>

The tags and their values are discussed below:

- TYPE: mfi – FBI Reject Response – Message Type value is always "mfi – FBI Reject Response" for this type of response.

- <GBI INFO> - This free text line usually contains instruction about whether to resubmit. Typically, FBI rejections are not resubmitted by the live scan device. GBI will handle any resubmission.

- LSTCN:<LS TCN> - Live Scan TCN of submission (NIST Tag 1.009.).

- GBITCN:<GBI TCN> - GBI issued TCN for submission.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of FBI Reject Response.

- Message:<FBI Reject Info> - This message will provide the reason for rejection. If the FBI returns multiple reasons, there will be multiple occurrences of this line.

- OCA:<Agency OCA> - For transactions where agency submitted an OCA number, the number submitted will appear here. Otherwise it will be empty.

- FBI/UCN:<FBI/UCN> - When available, will be populated with FBI Number or FBI UCN of subject. Typically, it will not appear or be empty for a reject response.

- SID:<GA SID> - Georgia SID number assigned to subject from FBI response. If no SID returned in FBI response, value will be empty. For a reject response, this will typically be empty.

- NAME:<Name> - Name of subject *as returned in FBI response.* May not be name originally submitted.

- NOTE:<Note Contents> - Any additional information added by GBI MBIS will be provided here (free text.)

3.4.6.3   Attachments

A live scan device may be configured to receive the raw NIST data for all responses from the FBI/DHS. If configured at GBI, the NIST file response from FBI will be attached to the e-mail message as an attachment. This is optional and not a requirement.

3.4.7   DHS Identification Response Format

The DHS Identification Response is the identification response results from a DHS Secure Communities search. Typically, only positive identification results are received.

3.4.7.1   E-Mail Subject Line

The e-mail subject line for a DHS Identification Response message is as follows:

mfi TCN: <LS TCN> - DHS Identification Response

where <FBITCN> is the first three digits of the year of submission followed by the GBI-issued TCN followed by a '-', followed by the Live Scan TCN for the submission. If the response is from a resubmission of a transaction previously rejected by the FBI, the <FBITCN> may have an 'R' at the end following the Live Scan TCN. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line.

3.4.7.2   E-Mail Message Contents

The e-mail message contents for a DHS Identification Response are as follows:

TYPE:mfi - DHS Identification Response
LS TCN:<LS TCN>
GBI TCN:<GBI TCN>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
OCA:<Agency OCA>
FBI/UCN:<FBI/UCN>
SID:<GA SID>
NAME:<Name>
DHS IDENT:<DHS IDENT RESULT>
DHS RESPONSE BELOW:

<DHS Response Info>

The tags and their values are discussed below:

- TYPE:mfi – DHS Identification Response – Message Type value is always "mfi – DHS Identification Response" for this type of response.

- LSTCN:<LS TCN> - Live Scan TCN of submission (NIST Tag 1.009.)

- GBITCN:<GBI TCN> - GBI-issued TCN for submission.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of DHS Identification Response.

- OCA:<Agency OCA> - For transactions where agency submitted an OCA number, the number submitted will appear here. Otherwise it will be empty.

- FBI/UCN:<FBI/UCN> - When available, will be populated with FBI Number or FBI UCN of subject. Otherwise, this tag will not appear.

- SID:<GA SID> - Georgia SID number assigned to subject from FBI response. If no SID returned in FBI response, value will be empty.

- NAME:<Name> - Name of subject *as returned in FBI response.* May not be name originally submitted.

- DHS IDENT: <DHS Ident Result> - Contains identification result from DHS search. 'Y' indicates hit against existing subject. 'N' means no existing subject found in FBI search.

- DHS RESPONSE BELOW: (followed by <DHS Response Info>) – When rap sheets have been requested in submission, DHS Response information (or a non-ident narrative) will appear here. If rap sheets were not requested, this tag and the response information should not appear.

3.4.7.3   Attachments

The DHS Identification response may include JPEG photos. These will be included in e-mail message as individual attachments. The live scan device is required to be able to display any photos attached in the response to the live scan user.

A live scan device may be configured to receive the raw NIST data for all responses from the FBI/DHS. If configured at GBI, the NIST file response from FBI will be attached to the message as an attachment. This is optional and not a requirement

3.4.8   DHS Reject Response Format

3.4.8.1   E-Mail Subject Line

The e-mail subject line for a DHS Reject Response message is as follows:

mfi TCN: <LS TCN> - DHS Reject Response

where <FBITCN> is the first three digits of the year of submission followed by the GBI issued TCN followed by a '-', followed by the Live Scan TCN for the submission. If the response is from a resubmission of a transaction previously rejected by the FBI, the <FBITCN> may have an 'R' at the end following the Live Scan TCN. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line. Typically, if a transaction rejects, it will reject at FBI before being sent to DHS, so these are unlikely to be seen.

3.4.8.2 E-Mail Message Contents

The e-mail message contents for a DHS Reject Response message are as follows:

TYPE:mfi - DHS Reject Response
<GBI INFO>
LS TCN:<LS TCN>
GBI TCN:<GBI TCN>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
OCA:<Agency OCA>
FBI/UCN:<FBI/UCN>
SID:<GA SID>
NAME:<Name>
Message:<DHS Reject Info>
NOTE:<Note contents>

The tags and their values are discussed below:

- TYPE: mfi – DHS Reject Response – Message Type value is always "mfi – DHS Reject Response" for this type of response.

- <GBI INFO> - This free text line, if present, usually contains instruction about resubmission. Typically, DHS rejections are not resubmitted by the live scan device. GBI will handle any resubmission.

- LSTCN:<LS TCN> - Live Scan TCN of submission (NIST Tag 1.009.)

- GBITCN:<GBI TCN> - GBI-issued TCN for submission.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of DHS Reject Response.

- OCA:<Agency OCA> - For transactions where agency submitted an OCA number, the number submitted will appear here. Otherwise it will be empty.

- FBI/UCN:<FBI/UCN> - When available, will be populated with FBI Number or FBI UCN of subject. Typically, it will not appear or be empty for a reject response.

- SID:<GA SID> - Georgia SID number assigned to subject from DHS response. If no SID returned in FBI response, value will be empty. For a reject response, this will typically be empty.

- NAME:<Name> - Name of subject *as returned in DHS response.* May not be name originally submitted.

- Message:<DHS Reject Info> - This message will provide the reason for rejection. If DHS returns multiple reasons, there will be multiple occurrences of this line.

- NOTE:<Note Contents> - Any additional information added by GBI MBIS will be provided here (free text.)

3.4.8.3 Attachments

A live scan device may be configured to receive the raw NIST data for all responses from the FBI/DHS. If configured at GBI, the NIST file response from FBI will be attached to the message as an attachment. This is optional and not a requirement.

3.4.9 Test Mode PASS Message Format

3.4.9.1 E-Mail Subject Line

The e-mail subject line for a Test Mode PASS message is as follows:

PASS - TEST NIST FILE: <NISTFILE> LSTCN: <LS TCN>

where <NISTFILE> is the filename of the NIST submission and <LS TCN> is the live scan TCN (NIST Tag 1.009.)

3.4.9.2 E-Mail Message Contents

The e-mail message contents for a Test Mode PASS message are as follows:

All edit checks passed.
NIST 1/2 Data is below.

<NIST DATA>

where <NIST DATA> contains the Type-1 and Type-2 data from the submitted NIST file. There are four non-printable ASCII characters used in the Type-1 and Type-2 data. They are represented as follows:

- <FS> - File Separator Character (ASCII 28).

- <GS> - Group Separator Character (ASCII 29).

- <RS> - Record Separator Character (ASCII 30).

- <US> - Unit Separator Character (ASCII 31).

3.4.10 Test Mode FAIL Message Format

3.4.10.1 E-Mail Subject Line

The e-mail subject line for a Test Mode FAIL message is as follows:

FAIL - TEST NIST FILE: <NISTFILE> LSTCN: <LS TCN>

where <NISTFILE> is the filename of the NIST submission and <LS TCN> is the live scan TCN (NIST Tag 1.009.)

3.4.10.2 E-Mail Message Contents

The e-mail message contents for a Test Mode FAIL message are as follows:

Some edit checks failed.
NIST 1/2 Data is below.

<NIST DATA>

where <NIST DATA> contains the Type-1 and Type-2 data from the submitted NIST file. There are four non-printable ASCII characters used in the Type-1 and Type-2 data. They are represented as follows:

- <FS> - File Separator Character (ASCII 28.)

- <GS> - Group Separator Character (ASCII 29.)

- <RS> - Record Separator Character (ASCII 30.)

- <US> - Unit Separator Character (ASCII 31.)

3.4.11 Rap back Pre-Notification

3.4.11.1 E-Mail Subject Line

The e-mail subject line for a Rap back Pre-Notification message is as follows:

rpn RAPSUBID: <Rapback Subscription ID> - Rapback Pre-Notification

where <Rapback Subscription ID> is the Rap back Subscription ID associated with the Pre-Notification. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line.

3.4.11.2 E-Mail Message Contents

The e-mail message contents for a Rap back Pre-Notification message are as follows:

TYPE:rpn
RAPSUBID:<Rapback Subscription ID>
RAPSUBCRI:<Rapback Agency Contributor ID)>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
NAME:<Name>
MESSAGE: A TRIGGERING EVENT HAS OCCURRED FOR THE RAPBACK SUBSCRIPTION
<Rapback Subscription ID>. ARE YOU AUTHORIZED TO RECEIVE THE UPDATED CHRI FOR THIS
APPLICANT? A "NO" RESPONSE WILL DELETE THE SUBSCRIPTION.
NOTE: <Note contents>

The tags and their values are discussed below:

- TYPE: rpn – Message Type value is always "rpn" for this type of response.

- RAPSUBID:<Rapback Subscription ID> - Rap back Subscription ID associated with notification.

- RAPSUBCRI – Contributor ID (ORI/OAC) of the agency associated with the subscription.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of Rap.back Pre-Notification.

- NAME:<Name> - Name of subject associated with subscription (previously sent by agency.)

- MESSAGE: Always "A TRIGGERING EVENT HAS OCCURRED FOR THE RAPBACK SUBSCRIPTION <Rapback Subscription ID>. ARE YOU AUTHORIZED TO RECEIVE THE UPDATED CHRI FOR THIS APPLICANT? A "NO" RESPONSE WILL DELETE THE SUBSCRIPTION." where <Rapback Subscription ID> will be the rap back subscription ID associated with the notification.

- NOTE:<Note Contents> - Any additional information added by GBI MBIS will be provided here (free text.) At this writing, the two possible notes anticipated are below:

  o "THIS RAP BACK SUBSCRIPTION IS PRESENTLY EXPIRED AND QUEUED FOR REMOVAL. IF YOU WISH TO REMAIN SUBSCRIBED AND RECEIVE THIS NOTIFICATION, PLEASE SUBMIT A RENEWAL REQUEST BEFORE RESPONDING TO THIS PRE-NOTIFICATION."

o "THIS RAP BACK SUBSCRIPTION WAS PREVIOUSLY REQUESTED TO BE DELETED AND IS QUEUED FOR REMOVAL. IF THIS WAS IN ERROR AND YOU WISH TO REMAIN SUBSCRIBED AND RECEIVE THIS NOTIFICATION, PLEASE SUBMIT AN UNDELETE REQUEST (AND RENEWAL IF THAT IS ALSO NEEDED) BEFORE RESPONDING TO THIS PRE-NOTIFICATION."

3.4.12   Rap back Notification Response Format

The Rap back Notification Response returns the GBI and/or FBI results of a Rap back notification as a single message. This is when a rap back notification has been okayed to be received by the recipient following a pre-notification. The Rap back Notification response, unlike most other plain text responses, is an HTML formatted response with in-line images.

3.4.12.1   E-Mail Subject Line

The e-mail subject line for a GBI Rapback Notification Response is as follows:

rnr RAPSUBID: <Rapback Subscription ID> - GBI Rapback Notification Response

where **<Rapback Subscription ID>** is the Rap back Subscription ID corresponding to the subscription for which the notification is being sent. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line.

3.4.12.2   E-Mail Message Contents

The e-mail message contents for a GBI Rap sheet Notification Response are as follows:

<GBI Logo Image> <GBI Address/Phone Information>
RAPSUBID:RSnnnnnnnnnn
RAPSUBCRI:<Rapback Agency Contributor ID)>
LSTCN:<LS TCN>
GBITCN:54654654654665
DATE/TIME:2013-10-11 07:37:48
NAME:LAST, FIRST MIDDLE (Name associated with Rapback Subscription)
PHOTO:
<Photo if applicable>
<Results summary>
<Notification Information>

<GBI Rap sheet Information if present>

< FBI Rap sheet Information if present>

The tags and their values are discussed below:

- RAPSUBID:<Rapback Subscription ID> - Rap back Subscription ID associated with notification.

- RAPSUBCRI – Contributor ID (ORI/OAC) of the agency associated with the subscription.

- LSTCN:<LS TCN> - Live Scan TCN of submission (NIST Tag 1.009.)

- GBITCN:<GBI TCN> - GBI issued TCN for notification.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of Rap back Notification Response.

- NAME:<Name> - Name of subject associated with subscription (previously sent by agency.)

- PHOTO - If subject has associated SID at GBI and photo is available, most recent subject photo available will be displayed below this line. Otherwise "PHOTO NOT AVAILABLE" will be displayed on the same line following the tag.

- Results Summary - One of the following will be displayed depending on whether the check was GA Check only or GBI/FBI check and whether available criminal history results were found:

  o "A RAP BACK TRIGGER EVENT FOR THIS SUBSCRIPTION OCCURRED. THE FOLLOWING GEORGIA CRIMINAL HISTORY RECORD INFORMATION WAS FOUND:"

  o "A RAP BACK TRIGGER EVENT FOR THIS SUBSCRIPTION OCCURRED. THE FOLLOWING GEORGIA AND FBI NATIONAL CRIMINAL HISTORY RECORD INFORMATION WAS FOUND:"

- GBI Rap sheet Information if present - If the response is to include a GBI rap sheet, the contents of the GBI rap sheet from CCH will appear here

- FBI Rap sheet Information if present - If the response is to include an FBI rap sheet, the contents of the FBI rap sheet from FBI will appear here

3.4.13   GBI Rap back Subscription Deletion Request Response Format

The GBI Rap back Subscription Deletion Request Response is sent when MBIS has successfully finished processing the request to delete a rap back subscription and queued it for deletion.

3.4.13.1   *E-Mail Subject Line*

The e-mail subject line for a GBI Rap back Subscription Deletion Request Response is as follows:

rdr RAPSUBID: <Rapback Subscription ID> - GBI Rap back Subscription Deletion Request Response

where <Rapback Subscription ID> is the rap back subscription ID of the rap back subscription that was requested to be deleted. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line.

3.4.13.2   *E-Mail Message Contents*

The e-mail message contents for a GBI Rap back Subscription Deletion Request Response are as follows:

TYPE:rdr
RAPSUBID:<Rapback Subscription ID>
RAPSUBCRI:<Rapback Agency Contributor ID)>
LSTCN:<LS TCN>
GBITCN:<GBI TCN>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
NAME:<Name>
MESSAGE:<message>

The tags and their values are discussed below:

- TYPE:rdr – Message Type value is always "rdr" for this type of response.

- RAPSUBID:<Rapback Subscription ID> - Rap back Subscription ID associated with response.

- RAPSUBCRI – Contributor ID (ORI/OAC) of the agency associated with the subscription.

- LSTCN:<LS TCN> - Live Scan TCN of submission (NIST Tag 1.009.)

- GBITCN:<GBI TCN> - GBI issued TCN for submission.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of Response.

- NAME:<Name> - Name of subject associated with subscription (previously sent by agency.)

- MESSAGE:<message> –The subscription is queued for immediate purging following a deletion and the message will be "THE RAPBACK SUBSCRIPTION REFERENCED BY THE RAPBACK SUBSCRIPTION ID ABOVE HAS BEEN QUEUED FOR IMMEDIATE REMOVAL WITH NO POSSIBILITY OF UNDELETION. IF THIS DELETION WAS MADE IN ERROR, THE SUBJECT WILL NEED TO BE FINGERPRINTED AGAIN AND A NEW RAP BACK APPLICANT SUBMISSION SUBMITTED."

3.4.14 GBI Rap back Subscription Renewal Request Response Format

The GBI Rap back Subscription Renewal Request Response is sent when MBIS has successfully finished processing the request to renew a rap back subscription.

3.4.14.1 E-Mail Subject Line

The e-mail subject line for a GBI Rap back Subscription Renewal Request Response is as follows:

rrr RAPSUBID: <Rapback Subscription ID> - GBI Rap back Subscription Renewal Request Response

where <Rapback Subscription ID> is the rap back subscription ID of the rap back subscription that was requested to be renewed. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line.

3.4.14.2 E-Mail Message Contents

The e-mail message contents for a GBI Rap back Subscription Renewal Request Response are as follows:

TYPE:rrr
RAPSUBID:<Rapback Subscription ID>
RAPSUBCRI:<Rapback Agency Contributor ID)>
LSTCN:<LS TCN>
GBITCN:<GBI TCN>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
RBSEXPIRE:<yyyy-mm-dd >
NAME:<Name>
MESSAGE: THE RAP BACK SUBSCRIPTION REFERENCED BY THE RAP BACK SUBSCRIPTION ID ABOVE HAS BEEN RENEWED. SEE RBSEXPIRE ABOVE FOR NEW EXPIRATION DATE AND TIME.

The tags and their values are discussed below:

- TYPE:rrr – Message Type value is always "rrr" for this type of response.

- RAPSUBID:<Rapback Subscription ID> - Rap back Subscription ID associated with response.

- RAPSUBCRI – Contributor ID (ORI/OAC) of the agency associated with the subscription.

- GBITCN:<GBI TCN> - GBI issued TCN for submission.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of Response.

- RBSEXPIRE:<yyyy-mm-dd> - Date of Expiration of renewed rap back subscription.

- NAME:<Name> - Name of subject associated with subscription (previously sent by agency.)

- MESSAGE – Always "THE RAP BACK SUBSCRIPTION REFERENCED BY THE RAP BACK SUBSCRIPTION ID ABOVE HAS BEEN RENEWED. SEE RBSEXPIRE ABOVE FOR NEW EXPIRATION DATE AND TIME.".

3.4.15   GBI Rap back Subscription Update Request Response Format

The GBI Rap back Subscription Update Request Response is sent when MBIS has successfully finished processing the request to Update a rap back subscription.

3.4.15.1   E-Mail Subject Line

The e-mail subject line for a GBI Rap back Subscription Update Request Response is as follows:

rur RAPSUBID: <Rapback Subscription ID> - GBI Rap back Subscription Update Request Response

where <Rapback Subscription ID> is the rap back subscription ID of the rap back subscription that was requested to be renewed. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line.

3.4.15.2   E-Mail Message Contents

The e-mail message contents for a GBI Rap back Subscription Update Request Response are as follows:

TYPE:rur
RAPSUBID:<Rapback Subscription ID>
RAPSUBCRI:<Rapback Agency Contributor ID)>
LSTCN:<LS TCN>
GBITCN:<GBI TCN>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
RBSEXPIRE:<yyyy-mm-dd>
DOB: :<yyyy-mm-dd>
NAME:<Name>
MESSAGE: THE RAP BACK SUBSCRIPTION REFERENCED BY THE RAP BACK SUBSCRIPTION ID ABOVE HAS BEEN UPDATED. SEE ABOVE TAGS FOR CURRENT DATA VALUES.

The tags and their values are discussed below:

- TYPE:rur – Message Type value is always "rdr" for this type of response.

- RAPSUBID:<Rapback Subscription ID> - Rap back Subscription ID associated with response.

- RAPSUBCRI – Contributor ID (ORI/OAC) of the agency associated with the subscription.

- GBITCN:<GBI TCN> - GBI-issued TCN for submission.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of Response.

- RBSEXPIRE:<yyyy-mm-dd> - Date of Expiration of renewed rap back subscription.

- NAME:<Name> - Name of subject currently associated with subscription.

- MESSAGE – Always "THE RAP BACK SUBSCRIPTION REFERENCED BY THE RAP BACK SUBSCRIPTION ID ABOVE HAS BEEN UPDATED. SEE ABOVE TAGS FOR CURRENT DATA VALUES.".

3.4.16 GBI Rap Back Subscription Upcoming Expiration Notice Format

The GBI Rap Back Subscription Upcoming Expiration Notice is sent when a subscription is within a system set number before expiration. Currently, this is set to 60 days.

3.4.16.1 E-Mail Subject Line

The e-mail subject line for a GBI Rap back Subscription Upcoming Expiration Notice is as follows:

rue RAPSUBID: <Rapback Subscription ID> - GBI Rap back Subscription Upcoming Expiration Notice

where <Rapback Subscription ID> is the rap back subscription ID of the rap back subscription that is near expiration. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line.

3.4.16.2 E-Mail Message Contents

The e-mail message contents for a GBI Rap back Subscription Upcoming Expiration Notice are as follows:

TYPE:rue
RAPSUBID:<Rapback Subscription ID>
RAPSUBCRI:<Rapback Agency Contributor ID)>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
RBSEXPIRE:<yyyy-mm-dd>
DOB: :<yyyy-mm-dd>
NAME:<Name>
MESSAGE: THE RAP BACK SUBSCRIPTION REFERENCED BY THE RA PBACK SUBSCRIPTION ID ABOVE IS EXPIRING SOON. PLEASE TAKE ACTION TO RENEW OR DELETE SUBSCRIPTION AS NEEDED.

The tags and their values are discussed below:

- TYPE:rue – Message Type value is always "rue."

- RAPSUBID:<Rapback Subscription ID> - Rap back Subscription ID associated with notice.

- RAPSUBCRI – Contributor ID (ORI/OAC) of the agency associated with the subscription.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of Response.

- RBSEXPIRE:<yyyy-mm-dd> - Date of Expiration of renewed rap back subscription.

- NAME:<Name> - Name of subject currently associated with subscription.

- MESSAGE – Always "THE RAP BACK SUBSCRIPTION REFERENCED BY THE RAP BACK SUBSCRIPTION ID ABOVE IS EXPIRING SOON. PLEASE TAKE ACTION TO RENEW OR DELETE SUBSCRIPTION AS NEEDED."

3.4.17 GBI Rap back Subscription Expiration Warning Format

The GBI Rap back Subscription Upcoming Expiration Warning is sent when a subscription has expired without being renewed or deleted and is queued for removal.

3.4.17.1 E-Mail Subject Line

The e-mail subject line for a GBI Rap back Subscription Expiration Warning is as follows:

rew RAPSUBID: <Rapback Subscription ID> - GBI Rap back Subscription Expiration Warning

where <Rapback Subscription ID> is the rap back subscription ID of the rap back subscription that was requested to be renewed. If the response is a resend of a prior message, "RESEND" will be appended to the end of the subject line.

3.4.17.2 E-Mail Message Contents

The e-mail message contents for a GBI Rap back Subscription Expiration Warning are as follows:

TYPE:rew
RAPSUBID:<Rapback Subscription ID>
RAPSUBCRI:<Rapback Agency Contributor ID)>
DATE/TIME:<yyyy-mm-dd hh:mm:ss>
RBSEXPIRE:<yyyy-mm-dd>
DOB: :<yyyy-mm-dd>
NAME:<Name>
MESSAGE:<message>

The tags and their values are discussed below:

- TYPE:rew – Message Type value is always "rew."

- RAPSUBID:<Rapback Subscription ID> - Rap back Subscription ID associated with warning.

- RAPSUBCRI – Contributor ID (ORI/OAC) of the agency associated with the subscription.

- DATE/TIME:<yyyy-mm-dd hh:mm:ss> - Date/Time of warning.

- RBSEXPIRE:<yyyy-mm-dd> - Date of Expiration of rap back subscription.

- NAME:<Name> - Name of subject currently associated with subscription.

- MESSAGE:<message> – Depends on whether grace period before final purging has been set or not. If there is a grace period, the message will be "THE RAP BACK SUBSCRIPTION REFERENCED BY THE RAP BACK SUBSCRIPTION ID ABOVE HAS EXPIRED AND IS QUEUED FOR REMOVAL. PLEASE TAKE ACTION TO RENEW OR DELETE SUBSCRIPTION AS NEEDED WITHIN <grace period> DAYS OF ABOVE RBSEXPIRE DATE." where <grace period> is the allowed grace period in days as indicated. If there is no grace period before final purging (the current setting), The subscription is queued for immediate purging following a deletion and the message will be "THE RAPBACK SUBSCRIPTION REFERENCED BY THE RAPBACK SUBSCRIPTION ID ABOVE HAS EXPIRED AND HAS BEEN QUEUED FOR IMMEDIATE REMOVAL WITH NO POSSIBILITY OF UNDELETION. THE SUBSCRIPTION CAN

NO LONGER BE RENEWED. IF THIS IS IN ERROR, THE SUBJECT WILL NEED TO BE FINGERPRINTED AGAIN AND A NEW RAP BACK APPLICANT SUBMISSION SUBMITTED."

3.5   POP3S Non-Standard Administrative Messages

GBI may on occasion send administrative messages to the live scan device as an e-mail message. These messages will come from an address on the mail server domain '@mbis.gbi.ga.gov' **(this domain address is still subject to change and spec will be updated if it does)** and may either be plain text messages or html formatted. The live scan device should be able to retrieve these messages and display them to the user.

4 Live Scan Functional Specifications

Live scan devices submitting transactions to the State of Georgia must adhere to the following functional specifications:

4.1 Each Individual User Must Have Their Own Unique User ID and Password

Each user of the live scan device must have a unique user id and password. The live scan device software must enforce the password requirements specified *by the current version of the FBI CSP*.

4.2 Set SFTP Home Directory and Response Checking from Group Config

Upon login by the user, the live scan device should retrieve the group configuration file from the GBI NFC and set submission directory paths and the intervals for checking for responses based upon its contents.

4.3 Maintain a Copy of Valtab Tables

The live scan device shall maintain a local copy of GBI validation tables to be used for edit checking when needed. The live scan device shall also maintain revision information for the copies it has so it may determine which files need updating when performing a valtabs update check at GBI.

4.4 Automatic Update of Valtab Tables

The live scan device shall automatically check for and update any changed valtab files at least once a day.

4.5 Manual Update of Valtab Tables

The live scan device shall have a mechanism whereby a user can manually trigger a check and update of valtab tables.

4.6 Test Mode

When the live scan device is assigned a Group ID of "grpt", the live scan device will be in test mode. In this configuration, the device will support the following changes and/or additional functions:

4.6.1 Test Mode Valtab Revision Control File

In test mode, the revision control file name is "revcon.tst", not revcon.dta.

4.6.2 Test Mode Valtab Tables File Extension

In test mode, the file extension for valtab tables is ".tst", not ".txt".

4.6.3 Test Mode Mail Messages

In test mode, there are additional POP3S messages received for submissions. Either a "PASS" message will be sent for submissions that pass all checks or a "FAIL" message will be sent when it is rejected for some reason. These messages are plain text messages that are used for troubleshooting and documentation purposes when performing live scan certification. When in test mode, they should be picked up and available for viewing/printing (when a printer is available) on the live scan device.

4.6.4 Notification Display That Device is in Test Mode

In test mode, there should be a visible notification to the user if a device is in test mode. This is designed to prevent accidental submission of transactions to either the live or test system when the other system is the intended destination.

4.7 Data Entry and Edit Checking

The live scan device must be able to perform data edit checks on entered data.

4.7.1 Data Entered (keyed) at Live Scan Device

When data is entered at the live scan device, the device must perform edit checks as the operator enters data and provide visual notification when data is entered incorrectly.

4.7.2 Data Received Via Data Download

When data is received at the live scan device via data download from another device or system, the device must perform edit checks on the received data and the live scan device user must have a means to correct any invalid data.

4.7.3 Non GBI Criterion Charges

If non-GBI criterion charges are captured at the live scan device for local use for CAR, CNA, and JUV transactions, these charges must be omitted from any submission to GBI.

Typically, this is done at the live scan device by specifying a charge code of "0000" (which is not a GBI code) and then allowing the agency to enter local charge text and/or statutes for the purpose of local printing and/or submission. Then, when submitting to GBI, those charges with a charge code of "0000" are not included in/stripped from the NIST submission that is sent. The entry of non-criterion charges is the only time this field is editable. All other criterion charges must remain as read-only.

4.7.4 Do Not Submit Known Errors

If edit checking has revealed errors with the submission, the live scan device must not allow submission of the transaction to GBI until those errors are corrected.

5 Live Scan Workflow

5.1 Connection and Scheduled Tasks

Below is a diagram illustrating general flow for connection and performing scheduled tasks:
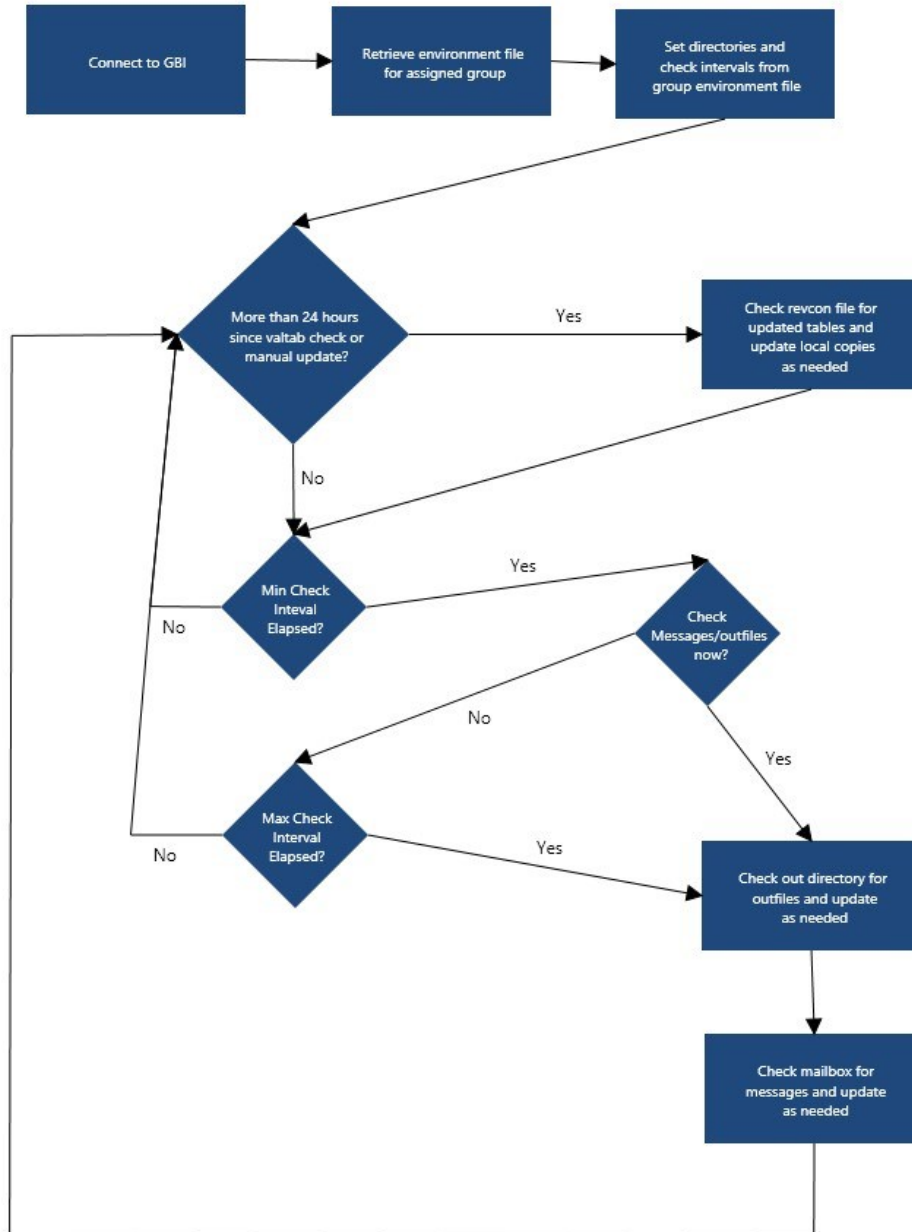
Figure 5-1: Live Scan Connection and Scheduled Tasks

5.2   Submission

The following three diagrams illustrate general flow for submission:
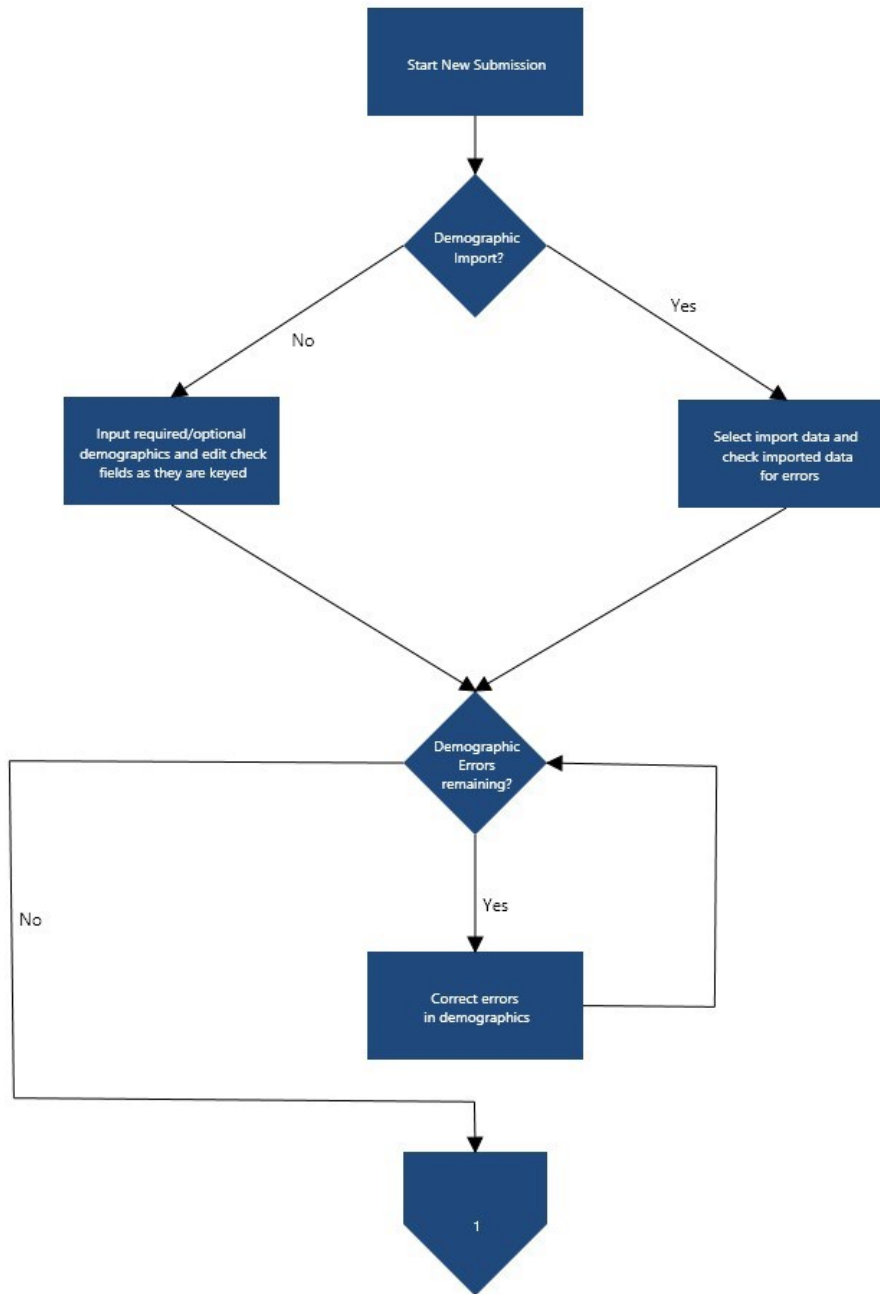
Figure 5-2: Live Scan Submission 1/3
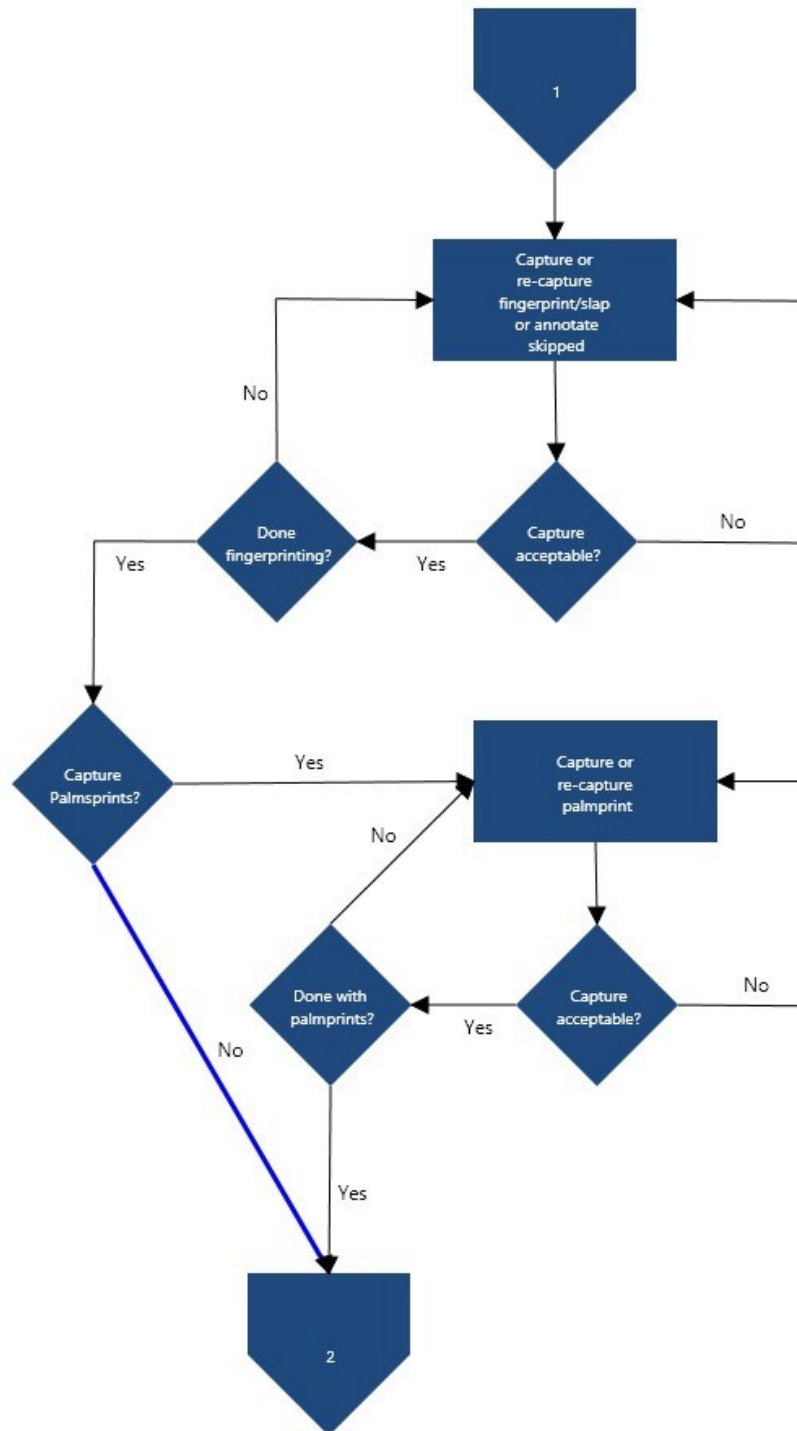
Figure 5-3: Live Scan Submission 2/3
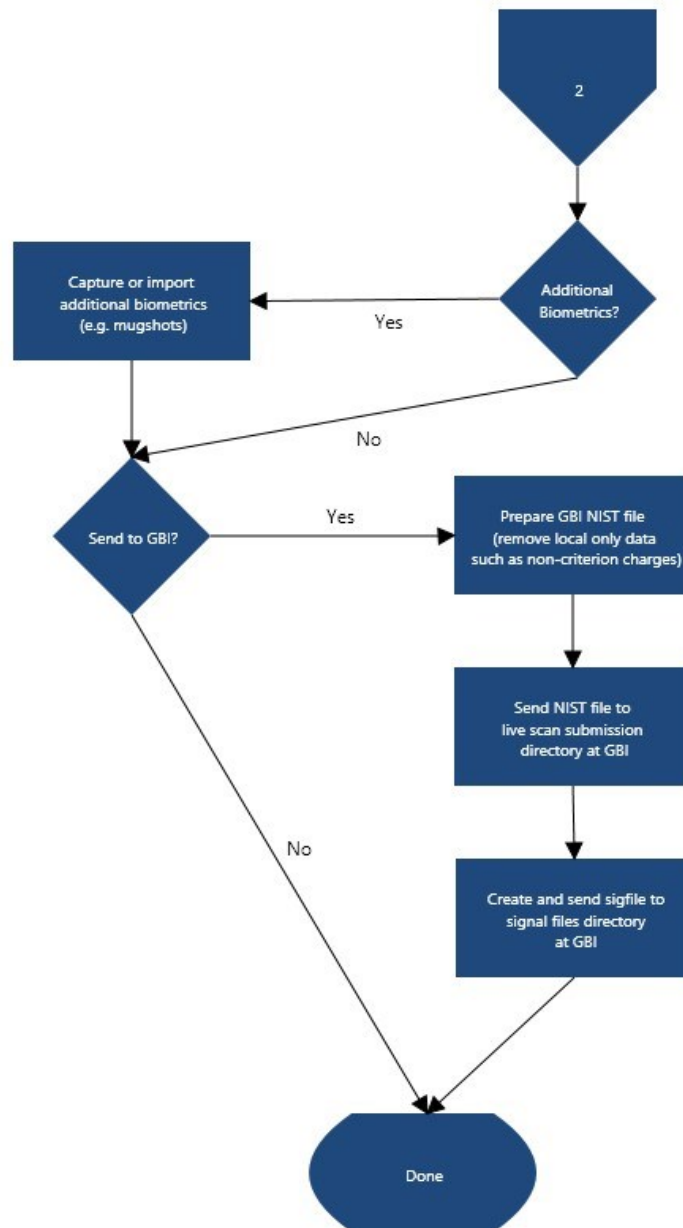
Figure 5-4: Live Scan Submission 3/3

5.3   Resubmission

The following diagram illustrates general flow for resubmission:
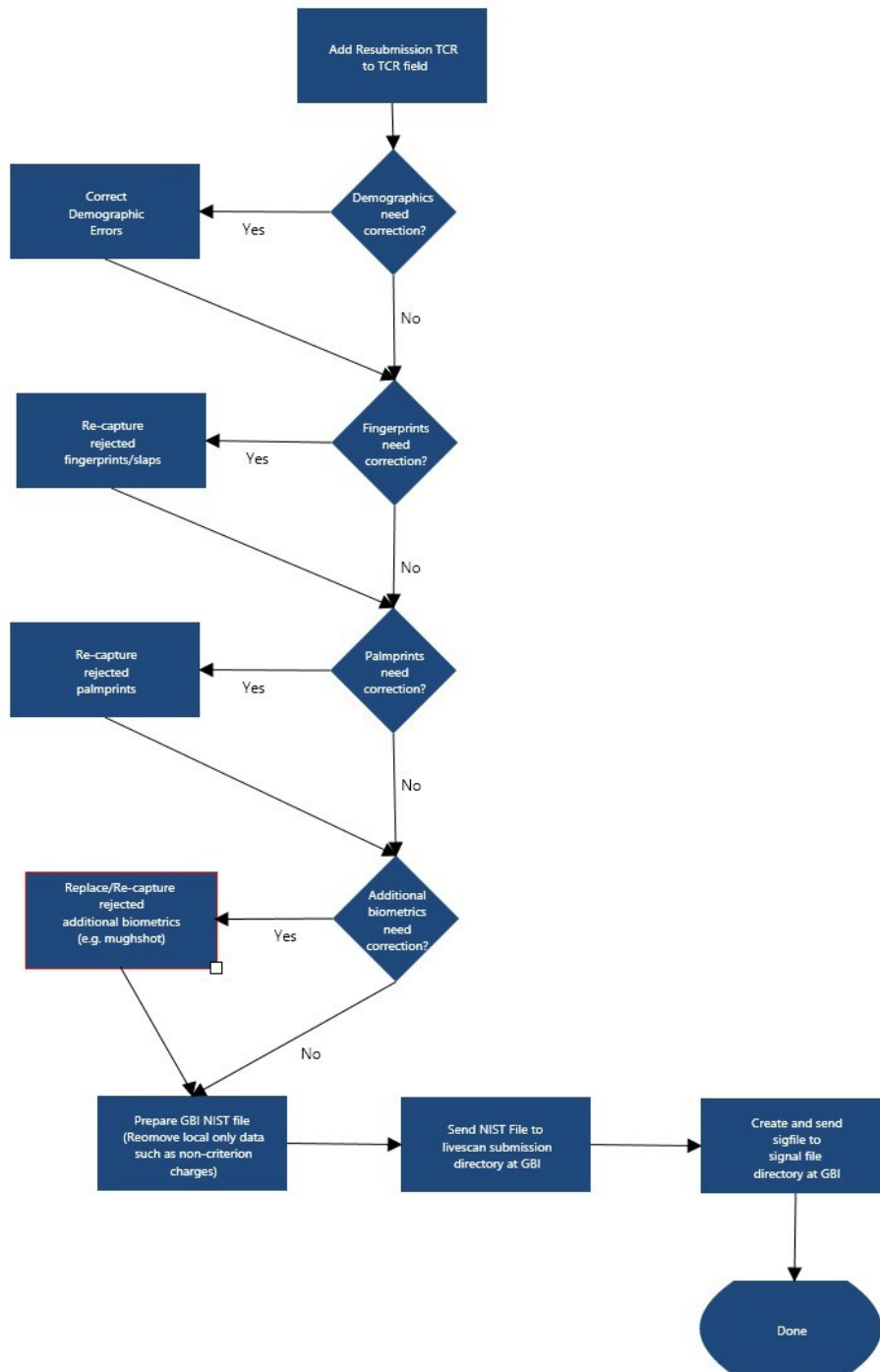
Figure 5-5: Live Scan Resubmission

6   Network Connection Requirements

The GBI MBIS operates on an encrypted VPN on the State of Georgia's network and all transmissions between the live scan device and the GBI MBIS must be encrypted. While a live scan device does not necessarily have to connect directly to the state encrypted VPN, the end-to-end encryption of communications must be maintained. This means live scan devices have the following options for connectivity:

1. Obtaining a direct connection to the State of Georgia VPN. To request a live scan connection, the agency's TAC or Agency Head should complete the Live Scan Request form located on the GCIC Website under the Forms tab. Agencies that already have a State of Georgia VPN connection may be able to utilize the existing connection. A Live Scan Request form should still be submitted.

    For assistance contact (404) 244-2770 option #2 or email ORIrequests@gbi.ga.gov
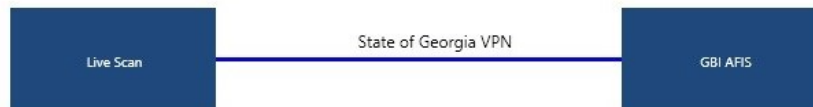
Figure 6-1: GA VPN Connection

2. Obtaining a connection to an approved proxy server. In this scenario, the proxy server is connected to the State of Georgia VPN. The live scan device connects to the proxy server via an encrypted connection specific to the proxy server. The live scan device submits to/receives from this server and the proxy relays the requests/responses to/from GBI. To request live scan connection, the agency's TAC or Agency Head should complete the Live Scan Request form located on the GCIC Website under the Forms tab.

Figure 6-2: Proxy Server Connection

7 Descriptor and Field Edit Specifications for Type-1 Records

Below are the descriptor and field edit specifications for the GBI Type-1 Fields:

7.1 Field 1.001: LEN - Length

This **mandatory** ASCII field shall contain the total count of the number of bytes in this Type-1 logical record. Field 1.001 shall begin with "1.001:" followed by the length of the record including every character of every field contained in the record and the information separators. The number of characters added to the record by the LEN field itself shall be included in calculating the value of LEN.

7.2 Field 1.002: VER - Version

This **mandatory** four-byte ASCII field shall be used to specify the ANSI-NIST-ITL version. Submissions following this specification shall send a value of **"0500."**

7.3 Field 1.003: CNT - Content

This **mandatory** field shall list each of the logical records in the logical file by record type. It also specifies the order in which the remaining logical records shall appear in the logical file. It shall consist of one or more subfields. Each subfield shall contain two information items describing a single logical record found in the current logical file. The subfields shall be entered in the same order in which the logical records shall be transmitted. When more than one subfield is used, the <RS> separator character shall be entered between the subfields. With the addition of the Type-10 record, the first information item of each subfield may now be a one- or two-digit integer (giving the logical record type). The remaining edit specifications pertaining to CNT are unchanged.

The first subfield shall relate to this Type-1 transaction record. The first information item within this subfield shall be the single character indicating that this is a Type-1 record consisting of header information (the numeral "1" selected from the ANSI/NIST-ITL Standard Table 4.)

The second information item of this subfield shall be the sum of the Type-2 plus Type-3 plus Type-4 plus Type-5 plus Type-6 plus Type-7 plus Type-8 plus Type-9 plus Type-10 plus Type13 plus Type-14 plus Type-15 plus Type-17 records contained in this logical file. This number is also equal to the count of the remaining subfields of Field 1.003. The <US> separator character shall be entered between the first and second information items.

The remaining subfields of Field 1.003 pertaining to Type-2, Type-4, Type-7, Type-9, Type-10, Type-13, Type-14, Type-15, and Type-17 records contained in the file shall each be composed of two information items. The first information item shall be one or two characters chosen from the ANSI/NIST-ITL Standard Table 1, which states the record type. The second information item shall be the IDC associated with the logical record pertaining to that subfield. The IDC shall be a positive integer equal to or greater than zero. The <US> character shall be used to separate the two information items. (Only Type-1, Type-2, Type-4, Type-7, Type-9, Type-10, Type-13, Type-14, Type-15, and Type-17 records will be accepted by the FBI.)

7.4 Field 1.004: TOT - Type of Transaction

This **mandatory** field shall contain an identifier, designating the type of transaction and subsequent processing that this logical file should be given. TOTs may be up to 16 characters in length. Valid TOTs for GBI are listed below:

TOT	TOT Description
APP	Applicant
CAR	Criminal (Answer Required)

CNA	Criminal (No Answer Required)
COR	Corrections
JCOR	Juvenile Corrections
JUV	Juvenile Criminal
SEX	Sex Offender Registration (Sheriff's Office Only TOT)
SOT	Search Only Transaction
RBDEL	Rap back Deletion Request (GAPS only TOT)
RBUPD	Rap back Update Request (GAPS Only TOT)
RBREN	Rap back Renewal Request (GAPS Only TOT)
RBPNR	Rap back Pre-Notification Response (GAPS Only TOT)

Table 7-1: GBI TOTs

7.5 Field 1.005: DAT – Date NIST File Created

This **mandatory** field shall contain the date the NIST file was created in the form YYYYMMDD.

7.6 Field 1.006: PRI – Transaction Priority

When this optional field is used, it shall contain a value of "3."

7.7 Field 1.007: DAI - Destination Agency Identifier

This **mandatory** field shall contain the identifier of the administration or organization designated to receive the transmission. The size and data content of this field shall be defined by the user and be in accordance with the receiving agency. This field shall be a nine-byte alphanumeric field. This field will always be **"GAGBI0092"** for transactions being submitted to GBI.

7.8 Field 1.008: ORI - Originating Agency Identifier

This **mandatory** field shall contain the identifier of the administration or organization originating the transaction. This shall contain the ORI/OAC that was assigned to device submitting the transaction.

7.9 Field 1.009: TCN - Transaction Control Number

This **mandatory** field shall contain the Transaction Control Number as assigned by the originating agency. A unique control identifier shall be assigned to each transaction. For any transaction that requires a response, the respondent shall refer to this identifier in communicating with the originating agency. For GBI live scan submissions, this field shall be a 15-byte alphanumeric-special (ANS) field. The first four characters shall contain the device id assigned to the submitting device. The next four characters should contain the current year the NIST transaction was created. The remaining seven digits are a sequence number.

7.10   Field 1.010: TCR - Transaction Control Reference

This optional field shall contain the Transaction Control Number as assigned by the originating agency. A unique control identifier shall be assigned to each transaction. For any transaction that requires a response, the respondent shall refer to this identifier in communicating with the originating agency. For GBI live scan fingerprint submissions resubmitting transactions, this shall be a 14-byte alphanumeric-special (ANS) field. It shall contain the GBI Transaction Control Number that was generated for the rejected transaction for which the current transaction is being resubmitted.

For non-applicant fingerprint **resubmissions** (not APP), the TCR is **mandatory**.

For applicant resubmissions, the user should have been informed whether a TCR should be specified on the response to the original submission. If the user was told not to specify a TCR, do not specify a TCR. Otherwise, the TCR indicated in the original submission response should be used. Failure to specify the TCR requested will cause the resubmission to be treated as a new submission and will result in a second user fee charge.

Rap back only maintenance and pre-notification response submissions that do not contain fingerprints do not utilize this field.

7.11   Field 1.011: NSR – Native Scanning Resolution

This **mandatory** field shall specify the nominal scanning resolution of the MBIS or other image capture device supported by the originator of the transmission. This field permits the recipient of this transaction to send response data at a transmitting resolution tailored to the NSR (if it is able to do so) or to the minimum scanning resolution. This field shall contain five bytes specifying the native scanning resolution in pixels per millimeter. The resolution shall be expressed as two numeric characters followed by a decimal point and two more numeric characters (*e.g.*, 20.00). This field is needed because the exchange of fingerprint information between systems of the same manufacturer may, in some instances, be more efficiently done at a transmitting resolution equal to the native scanning resolution of the system rather than at the minimum scanning resolution specified in this standard. This field currently applies only to Type-4 and Type-7 records. This field shall be set to '00.00' for those logical files that contain scanning resolution,.

7.12   Field 1.012: NTR - Nominal Transmitting Resolution

For EBTS transactions, this **mandatory** field shall specify the nominal transmitting resolution for fingerprint images transmitted in Type-4 or Type-7 records. This field shall contain five bytes specifying the transmitting resolution in pixels per millimeter. The resolution shall be expressed as two numeric characters followed by a decimal point and two more numeric characters (e.g. 19.69). For Type-4 records, the transmitting resolution shall be 495-505ppi (500+-1%); for Type-7 records, the transmitting resolution shall either be 495-505ppi (500+-1%) or 990-1010ppi (1000+-1%). For transactions that do not contain Type-3 through Type-7 fingerprint image records, this field shall be set to "00.00." A single transaction can only contain multiple Type-4 and/or Type-7 records if all images have the same resolution.

7.13   Field 1.013: DOM - Domain Name

This field will be required for all new implementations of the CJIS EBTS transactions. This **mandatory** field identifies the domain name for the user-defined Type-2 logical record implementation. If present, the domain name may only appear once within a transaction. It shall consist of one or two information items. The first information item will uniquely identify the agency, entity, or implementation used for formatting the tagged fields in the Type-2 record. An optional second information item will contain the unique version of the implementation. The value to be sent with this field for GBI is1.013:NORAM<US>EBTS 11.2<GS>" where <US> is the unit separator character and <GS> is the group separator character. If the field is the last in the Type 1 record, the <GS> character shall be replaced with the <FS> (file separator) character.

8   Descriptor and Field Edit Specifications for Type-2 Records

Below are the descriptor and field edit specifications for the GBI Type-2 Fields:

8.1   Field 2.001: LEN - Length

This **mandatory** ASCII field shall contain the total count of the number of bytes in this Type-2 logical record. Field 2.001 shall begin with "2.001:" followed by the length of the record including every character of every field contained in the record and the information separators. The number of characters added to the record by the LEN field itself shall be included in calculating the value of LEN.

8.2   Field 2.002: IDC – Image Designation Character

This **mandatory** field shall be used to identify the user-defined text information contained in this record. The IDC contained in this field shall be the IDC of the Type-2 logical record as found in the file content field of the Type-1 record. For the Type-2 record of GBI submissions this should always be "00."

8.3   Field 2.005: RET - Retention Code

This is a **mandatory** alpha field for non-rap back TOTs (those in table below) indicating whether the information submitted as a part of a transaction is to be retained as a permanent part of the GBI (and FBI for transactions sent there) Master File. Submit a "Y" for yes or "N" for no. The value of this field for GBI transactions is as follows per TOT:

TOT	RET VALUE
APP	N
CAR	Y
CNA	Y
COR	Y
JCOR	Y
JUV	Y
SEX	Y
SOT	N

Table 8-1: Retention Code values per TOT

Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.

8.4   Field 2.007: SCO - Send Copy To

The purpose of this 9-to-19-character alphanumeric-special (ANS) field is to indicate that additional electronic responses need to be forwarded to agencies other than the contributor by the State Identification Bureau. The first nine characters shall be alphanumeric and shall contain the NCIC assigned Originating Agency Identifier (ORI) for an agency who is to receive a copy of the response. At the option of the transmitting agency, the ORI may be expanded to a size of 19 characters, with 10

characters of alphanumeric special (ANS) data appended to the end to assist in proper routing of the responses. However, no <US> or <RS> separator may be used between the ORI and routing extension (use any printable ASCII special character, e.g., a slash as a separator). Upon receiving an electronic response, the State Identification Bureau will forward a copy of the electronic response to each agency listed in the "SEND COPY TO" block. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.5   Field 2.009: OCA - Originating Agency Case Number

This field contains the one-to-twenty-character Originating Agency Case Identifier (OCA) assigned by the originating agency. This alphanumeric-special (ANS) field may contain any printable 7-bit ASCII character except for the period (.). The OCA must not begin with a blank. Note: This has the same tag number as SRN (below) but has a different edit and is only for transaction types (TOT) other than SEX where this tag is allowed. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.6   Field 2.009: SRN - Sex Offender Registration Number

This mandatory field contains the six-digit Sex Offender Registration Number (right justified and padded with zeroes if necessary.) Note: This has the same tag number as OCA above, but has a different edit and is **only for SEX transaction type.**

8.7   Field 2.014: FBI - FBI/UCN Number

This field contains the subject's FBI or UCN number if known. A valid FBI or UCN number shall be no more than nine alphanumeric characters. The FBI or UCN number returned in a response is dependent upon the search results. As NGI updates and adds functionality, this field will be used to identify the specific identity contained in the NGI database. This Universal Control Number (UCN) will be used to identify records in the criminal, civil, and other new repositories along with the Unsolved Latent File (ULF.)

This field is only to be displayed as a data entry field for Sex Offender registration (SEX) transactions. For other transaction types, it should not be displayed for data entry and is intended for use when the FBI or UCN is being supplied electronically by an external system (such as a booking system or another MBIS) and is more likely to be accurate. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.8   Field 2.015: SID - State Identification Number

This field contains the Georgia State Identification (SID) number for the subject if known. **This field is only to be displayed as a data entry field for Sex Offender registration (SEX) transactions.** For other transaction types, it should not be displayed for data entry and is intended for use when the SID is being supplied electronically by an external system (such as a booking system or another MBIS) and is more likely to be accurate. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.9   Field 2.016: SOC - Social Security Account Number

This field contains the subject's Social Security number, if known. This number shall be entered as nine consecutive digits with no embedded punctuation characters. No foreign social security numbers shall be used. See Section 2 Standards - Social Security Changes. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.10   Field 2.017: MNU - Miscellaneous Identification Number

The subject's miscellaneous identification numbers shall be entered in this field. For native encoding, the format of the data shall be a two letter identifying code, followed by a hyphen (-), followed by the number itself. The size of the MNU is limited to 15 characters and as many as four miscellaneous numbers may be included in this field. Each MNU shall be separated from the next by the <RS> separator character. For XML encoding, the data is formatted into two separate fields; one for the code from the table below and another for the number itself. The mnu.txt valtab table lists the acceptable two letter identifying codes. If "AF" or "AS" is entered, all characters following the hyphen must be numeric. Interspersed blanks are invalid. Types of numbers not listed in the table (such as driver's license) shall not be entered. Only U.S. passport numbers shall be entered; foreign numbers shall be ignored. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.11   Field 2.018: NAM - Name

This **mandatory** alpha-special field (upper case letters, commas, blanks, and hyphens only) contains the name(s) of the subject. The native encoding format shall be the surname followed by a comma (,) and space followed by the given name(s), which are separated by a space. **For GBI, hyphens are allowed in last name only and maximum length is 50. Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.12   Field 2.019: AKA - Aliases

This 4-to-50 alpha-numeric special (ANS) field contains alias names of the subject. Up to ten aliases may be provided. For the native encoding of this field, each alias will be separated from one another by the RS character. AKA may contain upper case letters and a comma, hyphen, or blank as special characters. The format shall be the surname followed by a comma (,) followed by the given name(s) separated by a space. **For GBI, hyphens are allowed in last name only and maximum length is 50. Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.13   Field 2.020: POB - Place of Birth

The subject's place of birth is **mandatory** and shall be entered in this field. Indicate the state (Mexico or United States), territorial possession, province (Canada), or country of birth. Valid POB values are in the pob.txt valtab table. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.14   Field 2.021: CTZ - Country of Citizenship

This optional field contains a two-letter abbreviation for the name of the country of which the subject is a citizen. Valid citizenship code values for this field are provided with the citizen.txt valtab table. There may be up to 10 occurrences. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.15   Field 2.022: DOB - Date of Birth

This **mandatory** field contains the date of birth. It is entered as an eight-digit number in the format yyyymmdd. Partial DOBs are not allowed. DOB shall not exceed date of submission or be equal to or greater than the start of the current year. Further restrictions on DOB per TOT are outlined below:

TOT	Additional DOB edit criteria
APP	None
CAR	Must be 13 years or older at DOA (Tag 2.045). If age 13 to 16, then TAA (tag 2.087) must be specified and have a value of "Y."
CNA	Must be 13 years or older at DOA (Tag 2.045). If age 13 to 16, then TAA (tag 2.087) must be specified and have a value of "Y."
COR	Must be 13 years or older on Corrections Action Date (Tag 2.202). If age 13 to 16, then TAA (tag 2.087) must be specified and have a value of "Y."
JCOR	Must be under 17 years of age on Corrections Action Date (Tag 2.202.)
JUV	Must be under 17 years at DOA (Tag 2.045.)
SEX	Must be 13 years or older at submission. If age 13 to 16, then TAA (tag 2.087) must be specified and have a value of "Y."
SOT	Must be 17 or older.

The DOB field may have up to five occurrences. The first occurrence is mandatory, and this is the occurrence used for search parameters at GBI. The remaining occurrences are optional. **This field is optional for Rap back TOT RBUPD with only one occurrence and not used for Rap back TOTS RBDEL, RBREN, and RBPNR.**

8.16   Field 2.024: SEX - Sex

This **mandatory** field is used to report the gender of the subject. Valid values are in the sex.txt valtab table. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.17   Field 2.025: RAC - Race

This **mandatory** field is used to indicate the race of the subject. Valid values are in the rac.txt valtab table. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.18   Field 2.026: SMT - Scars, Marks and Tattoos

For each scar, mark, or tattoo present on the subject, the appropriate GBI SMT code shall be used for this field. Valid GBI SMT codes are provided in the smt.txt valtab table. Multiple occurrences are separated by the <RS> separator character. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.19   Field 2.027: HGT - Height

This **mandatory** field contains the subject's height as a three-character value. If reported in feet and inches, the first (leftmost) digit is used to show feet, while the two rightmost digits are used to show the inches between 00 and 11. If height is unknown, 000 is entered. The allowable range is 400 to 711. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.20   Field 2.029: WGT - Weight

In this **mandatory** field, the subject's weight in pounds is entered. If weight is unknown, 000 is entered. All weights in excess of 499 pounds will be set to 499 lbs. WGT must be in the range 050 to 499 lbs. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.21   Field 2.031: EYE - Color Eyes

This **mandatory** field is used to report the eye color of the subject. Valid values are in the eye.txt valtab table. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.22   Field 2.032: HAI - Hair Color

This **mandatory** field is used to report the hair color of the subject. Valid values are in the hai.txt valtab table. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.23   Field 2.035: PPA – "Palmprints Available" Indicator

If palmprints are available, this field shall contain a "Y"; otherwise, the field shall be omitted. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.24   Field 2.036: PHT - "Photo Available" Indicator

If a photograph of the subject is available, this field shall contain a "Y"; otherwise, the field shall be omitted. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.25   Field 2.037: RFP - FBI Reason Fingerprinted

This **mandatory** alphanumeric-special field is used to indicate the purpose of a civil or applicant fingerprint card submission. Commas, blanks, dashes, hyphens, and slashes are all allowed as special characters. The submitting agency should indicate the specific statutory authority authorizing the fingerprint submission in this field.

This field must correspond to the value expected for the GBI Applicant statute (Tag 2.126) selected. Valtab table rfp.txt shows the valid GBI applicant statutes and the corresponding FBI reasons

fingerprinted. **This tag is only used by APP transactions and is required for that transaction type**. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.26   Field 2.038: DPR - Date Printed

This **mandatory** field contains the date the subject was fingerprinted. The format shall be yyyymmdd. DPR shall not exceed date of submission. This date field shall contain the local date for the region submitting the request. Edit checks will accept the local date as valid up to 24 hours forward to accommodate the variance between international time zones. **This tag is only used by APP transactions and is required for that transaction type**.

8.27   Field 2.039: EAD - Employer and Address

The name and address of the subject's primary employer may be entered in this free-text field. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.28   Field 2.040: OCP - Occupation

This free-text field contains the subject's occupation. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.29   Field 2.041: RES - Residence of Person Fingerprinted

The subject's residential address may be entered in this field as free text, including printable special characters and formatting characters (CR, LF, TAB). **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.30   Field 2.045: DOA – Date of Arrest

This **mandatory** field contains the date of arrest. The date shall appear as an eight-digit number in the format yyyymmdd. DOA shall not exceed date of submission (Tag 1.005) and must be greater than or equal to any Date of Offense (DOO) specified in the Arrest Segment Literal (ASL, Tag 2.047). **This tag is only used by CAR, CNA, SOT and JUV transactions and is required for those transaction types.**

8.31   Field 2.047: Charge Description

This field is made up of the following subfields:
   • Date of Offense (DOO)
   • Charge Description.
The charge description is a text description of an offense charged on an arrest. The charge descriptions must exactly match values from the offense valtab table. Furthermore, the description must correspond to the charge code for the same occurrence in the charge code tag (2.106) and the citation for the same occurrence in tag 2.111 (if that tag is specified). Each charge description should have a corresponding DOO. The DOO shall appear as an eight-digit number as in the format yyyymmdd. Any DOO specified shall not exceed DOA (Tag 2.045). Each occurrence of the charge description shall be separated by the <RS> separator character. The DOO shall be separated from the charge description by the <US> separator character. A DOO is prohibited without a corresponding charge description. If a DOO is not present, a <US> character separator shall still be used. **This tag is only used by CAR, CNA, SOT and JUV transactions and is required for those transaction types**. The following native coding example indicates more than one occurrence of the charge description field using DOO:
2.047:19940915<US>DUI<RS>19940920<US>POSSESSION OF FIREARMS<GS>

For SOT transactions, the field should contain a single occurrence and the Charge Description subfield must contain either "SEARCH ONLY TRANSACTION" or "Search Only Transaction."

8.32   Field 2.056: ICO - Identification Comments

Additional miscellaneous identification remarks providing the reason for caution may be entered in this free text field. The first character may not be a blank. **This tag is only used by CAR, CNA, COR, JCOR, and JUV transactions and must be specified if the CAU field (Tag 2.104) contains a value of "C."**

8.33   Field 2.067: IMA - Image Capture Equipment

This free-text field is used to log the make, model, and serial number of the equipment used to acquire images. It is composed of three subfields:
   • Make (MAK)
   • Model (MODL)
   • Serial Number (SERNO) of the acquisition device.
These subfields shall be separated by the <US> separator character. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.34   Field 2.070: RAP - Request for Electronic Rap Sheet

The purpose of this mandatory field is to allow the contributors to optionally request an electronic identity history (rap sheet) of the suspect. A "Y" indicates that an identity history is desired, and an omitted field or an "N" indicates that no electronic identity history should be returned with the response. This value is mandatory "Y" for APP transactions. For other transaction types, the value is more of an agency determination and should default to what the agency normally desires. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.35   Field 2.073: CRI - Controlling Agency Identifier

This **mandatory** field shall contain the controlling agency Contributor ID (ORI or OAC) for the transaction. For criminal transactions, this is the arresting agency ORI. For applicant transactions, this is the agency ID (ORI or OAC) for which the transaction is being processed and/or billed. Valid Contributor IDs are contained in the cnt.txt valtab table. This field may have up to three occurrences. The first occurrence is mandatory. The last two occurrences are optional.

8.36   Field 2.084: AMP - Amputated or Bandaged

This repeating field contains information about amputated or bandaged fingerprints in an EBTS submission. The field is composed of repeating sets of two subfields:
   • Finger Position (FGP)
   • Amputated or Bandaged Code (AMPCD).
This field is to be used any time there are fewer than ten printable fingers in a tenprint submission for finger positions 1 – 10 or positions 11–14 to specify when no slap fingerprint images are provided in the finger positions, e.g. entire right hand is not printed.) A partially amputated finger should be printed and marked amputated, XX. If the finger's image is missing for any reason, (for example, when the arresting agency did not specify a reason in its submission to the State Identification Bureau) the UP code should be used. This field is used to tell MBIS which finger position(s) are missing images and the needed notation for each missing finger. The UP code should only be used when the entire image is not provided for fingerprints in the submission. This code will indicate that MBIS should ignore this image and not include the image in the matching process.
For the native encoding, the two-character finger position code is followed by the US separator and the amputated or bandaged code. Each set of fingers/amp codes shall be separated by the RS separator. The following example indicates that the third finger is amputated and that the ninth fingerprint was unavailable or not submitted:

2.084:03<US>XX<RS>09<US>UP<GS>

Note: There is a cross-check between missing fingerprint and slap images. For example, if the left four fingers slap is not sent and an AMPCD provided, the individual left fingers (7,8,9,10) should also not be sent and an AMPCD provided or the transaction will likely be rejected. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.37   Field 2.087: TAA - Treat as Adult

A one-byte optional field to indicate whether a juvenile is to be processed as an adult on CAR, CNA, COR, or SEX transactions. A "Y" indicates yes; an omitted field indicates no. This field is not used on other transaction types. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.38   Field 2.101: OTN – Offender Tracking Number

The Offender Tracking Number is the number assigned to an arrest cycle. The OTN is an 11-digit number in which OTN position 11 is a check digit that must equal the remainder when the first 10 digits are divided by 7. OTN 00000000000 is not a valid OTN number. The OTN is optional and normally not specified for CAR, CNA, and JUV transactions. This field is **mandatory for COR and JCOR transactions**. This field is not used for APP and SOT transactions. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.39   Field 2.104: CAU – Caution Indicator

This one-byte field is used to report any caution indicators. Valid values are in the cau.txt valtab table. If the caution code is "C", a basis for caution must be specified in the Identification Comments tag (ICO, tag 2.056). **This tag is only used by CAR, CNA, COR, JCOR, and JUV transactions.**

8.40   Field 2.106: Charge Code – GBI Charge Code

Contains a **mandatory** four-digit charge code that must correspond to a charge code in the offense.txt valtab table. Multiple occurrences are separated by the <RS> separator character. The Date of Offense associated with the charge (or the Date of Arrest if DOO is omitted) must fall between the effective date and expiration date associated with the charge in the offense valtab table. The charge code(s) specified must correspond with Charge description(s) in tag 2.047 and citation(s) (CIT, tag 2.111 if specified) data for each occurrence. Any that do not meet the criterion (local charges), need to be left out of the NIST file transmitted. For local charge that meet a category criterion for sending to the state, there will be a local ordinance category charge that should be used instead. These charge codes will be in the code table with an associated severity of 'L'. **This tag is only used by CAR, CNA, SOT and JUV transactions. For SOT transactions a single "0000" charge code is specified.**

8.41   Field 2.109: TCN – Transaction Control Number

This field is populated by GBI and shall contain 14 blank spaces when submitted.

8.42   Field 2.111: CIT – Citation (Criminal Statute) Code

Optional field contains an up to 17-character alphanumeric special code that must correspond to statute codes in the offense.txt valtabs table if it is specified. Multiple occurrences are separated by the <RS> separator character. The citation code(s) specified must correspond to the charge description in 2.047 and charge code in 2.106 for that occurrence. Since this field is optional, specific occurrences may be left empty but if present, it must meet the criteria. **This tag is only used by CAR, CNA, and JUV transactions**

8.43   Field 2.114: Transfer To – Transfer to Code

This one-byte field reports the transfer to code. Valid values are in the tt.txt valtab table. **This tag is only used by CAR, CNA and JUV transactions.**

8.44   Field 2.119: Contributor Name – Contributor Agency Name

This **mandatory** text field contains the exact agency name in the cnt valtab table minus any trailing spaces that corresponds to the contributor number in the first occurrence of the controlling agency field (CRI, tag 2.073). **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.45   Field 2.120: Contributor Address – Contributor Agency Address (City, State)

This **mandatory** field contains the exact agency city in the cnt valtab table minus any trailing spaces, followed by a comma and space, followed by the exact agency state that both correspond to the contributor number in the first occurrence of the controlling agency field (CRI, tag 2.073). **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.46   Field 2.121: Official Taking Fingerprints – Official Taking Fingerprints

This free text field contains the identity of the official taking fingerprints. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.47   Field 2.123: Charge Comment – Charge Comment

Contains an up to 46-character alphanumeric text containing additional comments about charge. Multiple occurrences are separated by the <RS> separator character. The comment(s) specified must correspond to the charge description in 2.047 and charge code in 2.106 for that occurrence. Since this field is optional, specific occurrences may be left empty but if present, it must meet the criteria. **This tag is only used by CAR, CNA, and JUV transactions.**

8.48   Field 2.125: Driver's License Number – Driver's License Number

This optional, up to 25-character, alphanumeric field shall contain the driver's license number of the subject. If specified, then Driver's License State (Tag 2.127) must also be specified. If Driver's License State value is "GA", then this field must be a nine-digit numeric. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.49   Field 2.126: Applicant Statute Code – Applicant Statute Code

This field is **mandatory** for APP transactions (not used for other transaction types). It shall contain a valid applicant statute code from the rfp.txt valtab table. It must match the FBI RFP value specified in tag 2.037. This tag is only used by **APP transactions.**

8.50   Field 2.127: Driver's License State – Driver's License State

This optional two-character field must contain a valid state code from the valtab table state.txt. This field must be specified if Driver's License Number (Tag 2.125) is specified. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.51   Field 2.128: Transfer to ORI – Transfer to ORI

This optional 9-character alphanumeric field shall contain the ORI of the agency where the subject has been transferred. This field is mandatory when the Transfer to Field (Tag 2.114) has a value of "1" (in-state transfer.) **This tag is only used by CAR, CNA, and JUV transactions.**

8.52   Field 2.131: SMT Description – SMT Description

Contains up to 30-character alphanumeric text containing description about SMT Code specified in SMT (Tag 2.026). Multiple occurrences are separated by the <RS> separator character. The comment(s) specified must correspond to the SMT in 2.026 for that occurrence. Since this field is optional, specific occurrences may be left empty but if present, it must meet the criteria. **Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR do not utilize this field.**

8.53   Field 2.136: WARRANTID – Warrant ID

This **optional** field contains up to 20-character alphanumeric text containing the warrant ID for each charge in an arrest that had an arrest warrant associated with it. Multiple occurrences are separated by the <RS> separator character. The Warrant IDs specified must be associated with the charge description in 2.047 and charge code in 2.106 for that occurrence. Since this field is optional, specific occurrences may be left empty but if present, it must meet the criteria. **This tag is only used by CAR, CNA, and JUV transactions.**

8.54   Field 2.198: Applicant Privacy Rights & Acts Statement Acknowledgement & Application Verification

This **mandatory** one-byte field shall contain a "Y" and shall be sent with APP transactions to indicate the applicant's acknowledgement they have been made aware of their privacy rights and that the agency the applicant is being printed for has an application for that applicant. This field must be displayed and manually checked (not defaulted) after applicant has seen and acknowledged their privacy rights and acknowledged they have an application with the agency they are being printed for. **This tag is only used by APP transactions.**

8.55   Field 2.199: GAPS ID – GAPS ID

This 7-byte alphanumeric field is used by GAPS when submitting transactions to identify the actual live scan device within that system used to create the NIST submission. **It is mandatory for GAPS submissions and is not for use by any other submitter**. **This tag is only used by APP transactions.**

8.56   Field 2.200: Inmate Number – Inmate Number

This **mandatory** 10-character field must contain the subject inmate number on COR and JCOR transactions. If the number is less than 10 characters, it shall be padded on the left with zeroes. **This tag is only used by COR and JCOR transactions.**

8.57   Field 2.201: Corrections Status – Corrections Status

Contains a **mandatory** four-digit corrections status code that must correspond to a corrections status code in the corract.txt valtab table. Multiple occurrences are separated by the <RS> separator character. Up to 999 occurrences may be specified. **This tag is only used by COR and JCOR transactions** and at least one occurrence is required for those transaction types.

8.58   Field 2.202: Corrections Action Date – Corrections Action Date

This **mandatory** field contains the date of the corrections action. The date shall appear as an eight-digit number in the format yyyymmdd. The Corrections Action Date shall not exceed date of submission (Tag 1.005). **This tag is only used by COR and JCOR transactions** and is required for those transaction types.

8.59   Field 2.203: Corrections Description – Corrections Description

Mandatory field contains up to 120-character alphanumeric text containing description about correction status. Multiple occurrences are separated by the <RS> separator character. The comment(s) specified must correspond to the Correction Status in 2.201 for that occurrence.
This tag is only used by COR and JCOR transactions.

8.60   Field 2.204: Rap back Subscription ID – Rap back Subscription ID

Mandatory field contains the 11-character Rap back Subscription ID associated with the transaction.
This tag is only used for GAPS Rap back TOTs RBDEL, RBUPD, RBREN, and RBPNR.

8.61   Field 2.205: Rap back Expiration Date – Rap back Expiration Date

Optional field contains eight-digit rap back subscription expiration date in the form YYYYMMDD. This is only used to update a rap back subscription expiration date to a date earlier than the current expiration date for the subscription but later than the current date. **This tag is only used by RBUPD transactions**.

8.62   Field 2.206: Rap back Send Notification Response – Rap back Send Notification Response

Mandatory field containing one character (Y or N). This is the response to a Rap back pre-notification sent by MBIS. "Y" is specified to send full notification results in response to the pre-notification message. "N" is specified to not send notification results and delete the associated subscription.
This tag is only used by RBPNR transactions.

9 Descriptor and Field Edit Specifications for Type-4 Records

Type-4 records are 500ppi fingerprint images. Fingerprint images may be submitted at either 500ppi or 1000ppi, but not a mixture of the two. Also, please note that fingerprint submissions to the GBI MBIS must include at least one fingerprint image. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS)*, *(v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-4 Records.

10   Descriptor and Field Edit Specifications for Type-7 Records

Type-7 records are image data. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS)**, (v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-7 Records.

GBI does not require or allow Type-7 records on any of its live scan submitted transaction types at this time.

11 Descriptor and Field Edit Specifications for Type-8 Records

Type-8 records are signature data. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS)*, *(v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-8 Records.

GBI does not require or allow Type-8 records on any of its live scan submitted transaction types at this time.

12   Descriptor and Field Edit Specifications for Type-9 Records

Type-9 records are minutiae or other friction ridge data. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and *"The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information"* for proper edits and formatting of Type-9 Records.

GBI does not require or allow Type-9 records on any of its live scan submitted transaction types at this time.

13   Descriptor and Field Edit Specifications for Type-10 Records

 Type-10 records are photographic images. Photographic images may be submitted with criminal (CAR, CNA, JUV, COR, JCOR, SEX, and SOT) submissions. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-10 Records.

14   Descriptor and Field Edit Specifications for Type-11 Records

Type-11 records are audio recordings. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS)*, *(v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-11 Records.

GBI does not require or allow Type-11 records on any of its live scan submitted transaction types at this time.

15   Descriptor and Field Edit Specifications for Type-12 Records

Type-12 records are dental records. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS)*, *(v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-12 Records.

GBI does not require or allow Type-12 records on any of its live scan submitted transaction types at this time.

16   Descriptor and Field Edit Specifications for Type-13 Records

Type-13 records are variable resolution latent fingerprint images. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-13 Records.

GBI does not require or allow Type-13 records on any of its live scan submitted transaction types at this time.

17 Descriptor and Field Edit Specifications for Type-14 Records

Type-14 records are 1000ppi fingerprint images. Fingerprint images may be submitted at either 500ppi or 1000ppi but not a mixture of the two. Also, please not that Fingerprint submissions to the GBI MBIS must include at least one fingerprint image. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information"* for proper edits and formatting of Type-14 Records.

18   Descriptor and Field Edit Specifications for Type-15 Records

Type-15 records are palmprint images. Palmprint images may be submitted at either 500ppi or 1000ppi but not a mixture of the two. Please note that when palmprints are submitted, each hand submitted must have a full set of palmprint images which includes the full palm, distals, and writer's palm. Palmprints *must* be submitted with Sex Offender registration (SEX) transactions. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and *"The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information"* for proper edits and formatting of Type-15 Records.

19   Descriptor and Field Edit Specifications for Type-16 Records

Type-16 records are image records for developmental purposes. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS)*, *(v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information"* for proper edits and formatting of Type-16 Records.

GBI does not require or allow Type-16 records on any of its live scan submitted transaction types at this time

20 Descriptor and Field Edit Specifications for Type-17 Records

Type-17 records are iris image data. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" and *"Electronic Biometric Transmission Specification (EBTS) with Technical and Operational (TOU) Updates, (NGI-DOC-01862-1.2 May 22, 2018)"* for proper edits and formatting of Type-17 Records.

GBI does not require the submission of Type-17 records and does not make use of them but they are allowed for most transaction types.

21 Descriptor and Field Edit Specifications for Type-18 Records

Type-18 records are DNA and related data. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and *"The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information"* for proper edits and formatting of Type-18 Records.

GBI does not require or allow Type-18 records on any of its live scan submitted transaction types at this time

22   Descriptor and Field Edit Specifications for Type-19 Records

Type-19 records are variable resolution plantar print image data. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-19 Records.

GBI does not require or allow Type-19 records on any of its live scan submitted transaction types at this time

23   Descriptor and Field Edit Specifications for Type-20 Records

Type-20 records are source data from which other record data is derived. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-20 Records.

GBI does not require or allow Type-20 records on any of its live scan submitted transaction types at this time

24 Descriptor and Field Edit Specifications for Type-21 Records

Type-21 records are associated context image, audio/visual recording or other related data. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-21 Records.

GBI does not require or allow Type-21 records on any of its live scan submitted transaction types at this time

25   Descriptor and Field Edit Specifications for Type-22 Records

Type-22 records are forensic imagery and associated data that is not included in the Type-10 record, which contains 2D visible light (380-780 nm) images. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-22 Records.

GBI does not require or allow Type-22 records on any of its live scan submitted transaction types at this time

26   Descriptor and Field Edit Specifications for Type-98 Records

Type-98 records are security information that allows for the assurance of the authenticity and/or integrity of the transaction, including such information as binary data hashes, attributes for audit or identification purposes, and digital signatures. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS), (v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-98 Records.

GBI does not require or allow Type-98 records on any of its live scan submitted transaction types at this time

27   Descriptor and Field Edit Specifications for Type-99 Records

Type-99 records are biometric data that is not supported by other ANSI/NIST-ITL record types. Please refer to *"Criminal Justice Information Services Electronic Biometric Transmission Specification (EBTS)*, *(v11.2 September 20, 2023) "* and "*The American National Standard Institute (ANSI/NIST) National Institute of Standards and Technology, Data Format for the Interchange of Fingerprint, Facial and other Biometric Information*" for proper edits and formatting of Type-99 Records.

GBI does not require or allow Type-99 records on any of its live scan submitted transaction types at this time

28   Type-1 Record Specification

Data Element	Field Num	Field Type	Min Len	Max Len	Max Occurs	Format	Mand/Opt	Edit Criteria
LEN	1.001	N	2	5	1	F	M	Length of record including every character of every field.
VER	1.002	N	4	4	1	F	M	Always "0500."
CNT	1.003	AN	3	5	53	LJ	M	See Section 7.3 for description.
TOT	1.004	A	2	4	1	LJ	M	Valid Type of Transaction.
DAT	1.005	N	8	8	1	F	M	Date of NIST file creation in form yyyymmdd. Must be less than or equal to current date.
PRY	1.006	N	1	1	1	F	O	Transaction Priority. If specified, should be "3" for GBI transactions.
DAI	1.007	AN	9	9	1	F	M	Always "GAGBI0092."
ORI	1.008	AN	9	9	1	F	M	Submitting Agency ORI (hard coded per device.)
TCN	1.009	AN	15	15	1	F	M	Live Scan TCN.
TCR	1.010	AN	14	14	1	F	O	Transaction Reference when resubmitting.
NSR	1.011	N	5	5	1	F	M	See Section 7.11 for description.
NTR	1.012	N	5	5	1	F	M	See Section 7.12 for description.
DOM	1.013	AN	15	15	1	F	M	Always "NORAM<US>EBTS 11.2."

Table 28-1: GBI Type-1 Record Specification

29 Type-2 Record Specification per TOT

The tables for Type-2 specifications are read as follows:

- Data Element – Short name for tag

- Field Num – NIST Tag number

- Field Type – Data type for field: N – Numeric, A – Alphabetic, AN – Alpha Numeric, ANS – Alphanumeric and some special characters.

- Min Len – Minimum length of an occurrence for tag.

- Max Len – Maximum length of an occurrence for tag.

- Format – Data Formatting: F – Fixed Length (for A,AN, and ANS types), LJ – Left Justified, RJ – Right Justified, RJ-0F – Right Justified, zero filled (for fixed length numeric type)

- Edit Criteria – Section number in document where detailed description and edit criteria can be found.

- TOT Columns – Indicates number of occurrences for TOT. A dash (-) indicates the tag is not used for that TOT. A single number n indicates a mandatory fixed number of occurrences. Two numbers separated by two dots indicates a range of allowable occurrences. If the first number is zero (e.g. 0..n), then the tag is optional for the TOT and up to the second number of occurrences may be specified. If the first number is 1 (e.g. 1..n), the tag is mandatory for the TOT and up to the second number of occurrences may be specified.

29.1 Standard TOTs

The following are the standard types of transactions that a typical live scan device may be expected to support:

- APP (Applicant) - Used to submit applicant fingerprint submissions. The fingerprints sent with these searches are not retained in the database unless the applicant submission is a rap back submission. Then, they are retained for the duration of the rap back subscription generated by the submission. Note: While any agency allowed to submit applicant submissions may submit them, rap back applicant submissions may only be submitted via GAPS.

- CAR (Criminal) – Used to submit fingerprint-based criminal arrest submissions.

- CNA (Criminal – No answer required) – Used to submit fingerprint-based criminal arrest submissions where the agency does not require an FBI response.

- COR (Corrections) – Used to submit fingerprint-based corrections submissions. This would only be used by live scan devices at corrections facilities.

- JCOR (Juvenile Corrections) – Used to submit fingerprint-based corrections submissions for juveniles. This would only be used by live scan devices at corrections facilities housing juveniles.

- JUV (Juvenile) – Used to submit fingerprint-based criminal arrest submissions for juvenile offenders.

- SEX (Sex Offender Registrations) – Used to submit the required yearly fingerprint submission of registered sex offenders. This transaction type is only used by Sheriff's Office live scan devices.

- SOT (Search Only Transaction) – Used to perform a fingerprint search of the criminal databases at GBI and the FBI to identify a suspected criminal offender without submitting an arrest transaction. The fingerprints sent with these searches are not retained in the database.

Below is a table showing the possible Type-2 fields for each type of the above transaction types:

Data Element	Field Num	Field Type	Min Len	Max Len	Format	Edit Criteria	APP	CAR	CNA	COR	JCOR	JUV	SEX	SOT
LEN	2.001	N	2	7	F	Section 8.1	1	1	1	1	1	1	1	1
IDC	2.002	N	2	2	F	Section 8.2	1	1	1	1	1	1	1	1
RET	2.005	A	1	1	F	Section 8.3	1	1	1	1	1	1	1	1
SCO	2.007	ANS	9	19	F	Section 8.4	0..9	0..9	0..9	-	-	0..9	-	-
OCA	2.009	ANS	1	20	LJ	Section 8.5	0..1	0..1	0..1	0..1	0..1	0..1	-	-
SRN	2.009	N	6	6	RJ-0F	Section 8.6	-	-	-	-	-	-	1	-
FBI/UCN	2.014	AN	1	9	LJ	Section 8.7	0..5	0..5	0..5	-	-	0..5	0..5	-
SID	2.015	ANS	8	8	RJ-0F	Section 8.8	0..1	0..1	0..1	-	-	0..1	0..1	-
SSN	2.016	N	9	9	F	Section 8.9	0..4	0..4	0..4	0..4	0..4	0..4	0..4	0..4
MNU	2.017	ANS	4	15	LJ	Section 8.10	0..4	0..4	0..4	0..4	0..4	0..4	-	-
NAM	2.018	ANS	4	50	LJ	Section 8.11	1	1	1	1	1	1	1	1
AKA	2.019	ANS	4	50	LJ	Section 8.12	0..10	0..10	0..10	0..10	0..10	0..10	0..10	0..10
POB	2.020	A	2	2	F	Section 8.13	1	1	1	1	1	1	1	1
CTZ	2.021	A	2	2	F	Section 8.14	0..10	0..10	0..10	0..10	0..10	0..10	-	-
DOB	2.022	N	8	8	F	Section 8.15	1..5	1..5	1..5	1..5	1..5	1..5	1..5	1..5
SEX	2.024	A	1	1	F	Section 8.16	1	1	1	1	1	1	1	1

RACE	2.025	A	1	1	F	Section 8.17	1	1	1	1	1	1	1	1
SMT	2.026	N	3	3	F	Section 8.18	0..10	0..10	0..10	0..10	0..10	0..10	-	-
HGT	2.027	N	3	3	F	Section 8.19	1	1	1	1	1	1	1	1
WGT	2.029	N	3	3	F	Section 8.20	1	1	1	1	1	1	1	1
EYES	2.031	A	3	3	F	Section 8.21	1	1	1	1	1	1	1	1
HAIR	2.032	A	3	3	F	Section 8.22	1	1	1	1	1	1	1	1
PALM PRINTS	2.035	A	1	1	F	Section 8.23	0..1	0..1	0..1	0..1	0..1	0..1	0..1	-
PHOTO	2.036	A	1	1	F	Section 8.24	0..1	0..1	0..1	0..1	0..1	0..1	0..1	-
FBI RFP	2.037	ANS	1	75	LJ	Section 8.25	1	-	-	-	-	-	-	-
DPR	2.038	N	8	8	F	Section 8.26	1	-	-	-	-	-	-	-
EAD	2.039	ANS	1	120	LJ	Section 8.27	0..1	0..1	0..1	-	-	0..1	-	-
OCP	2.040	ANS	1	50	LJ	Section 8.28	0..1	0..1	0..1	-	-	0..1	-	-
ADD	2.041	ANS	1	120	LJ	Section 8.29	0..1	0..1	0..1	-	-	0..1	-	-
DOA	2.045	N	8	8	F	Section 8.30	-	1	1	-	-	1	-	1
DOO	2.047	N	8	8	F	Section 8.31	-	0..999	0..999	-	-	0..999	-	0
CHARGE DESC	2.047	ANS	1	300	LJ		-	1..999	1..999	-	-	1..999	-	1
ICO	2.056	ANS	1	50	LJ	Section 8.32	-	0..1	0..1	0..1	0..1	0..1	-	-
IMA	2.067	ANS	1	100	LJ	Section 8.33	0..1	0..1	0..1	0..1	0..1	0..1	0..1	0..1
RAP	2.070	A	1	1	F	Section 8.34	1	1	1	1	1	1	-	1
CRI	2.073	AN	9	9	F	Section 8.35	1..3	1..3	1..3	1..3	1..3	1..3	1..3	1..3
AMP FGN	2.084	N	2	2	F	Section 8.36	0..13	0..13	0..13	0..13	0..13	0..13	0..13	0..13
AMP AMPCD	2.084	A	2	2	F		0..13	0..13	0..13	0..13	0..13	0..13	0..13	0..13
TAA	2.087	A	1	1	F	Section 8.37	-	0..1	0..1	0..1	-	-	0..1	-
OTN	2.101	N	11	11	RJ-0F	Section 8.38	-	0..1	0..1	1	1	0..1	-	-
CAU	2.104	A	1	1	F	Section 8.39	-	0..2	0..2	0..2	0..2	0..2	-	-
CHARGE CODE	2.106	N	4	4	RJ-0F	Section 8.40	-	1..999	1..999	-	-	1..999	-	1
TCN	2.109	AN	14	14	F	Section 8.41	1	1	1	1	1	1	1	1
CIT	2.111	ANS	1	17	LJ	Section 8.42	-	0..999	0..999	-	-	0..999	-	-
TRANSFER TO	2.114	N	1	1	F	Section 8.43	-	1	1	-	-	1	-	-
CONTRIBUTOR NAME	2.119	AN	1	50	LJ	Section 8.44	1	1	1	1	1	1	1	1
CONTRIBUTOR ADDRESS	2.120	AN	1	50	LJ	Section 8.45	1	1	1	1	1	1	1	1
OFFICIAL TAKING PRINTS	2.121	AN	1	30	LJ	Section 8.46	-	0..1	0..1	0..1	0..1	0..1	0..1	0..1
CHARGE	2.123	AN	1	46	LJ	Section 8.47	-	0.999	0.999	-	-	0.999	-	-

COMMENT														
DLNUM	2.125	AN	1	25	LJ	Section 8.48	0..1	0..1	0..1	0..1	0..1	0..1	0..1	-
GBI RFP	2.126	AN	3	20	LJ	Section 8.49	1	-	-	-	-	-	-	-
DL STATE	2.127	AN	2	2	F	Section 8.50	0..1	0..1	0..1	0..1	0..1	0..1	0..1	-
TRANSFER TO ORI	2.128	AN	9	9	F	Section 8.51	-	0..1	0..1	-	-	0..1	-	-
SMT DESC	2.131	AN	3	30	LJ	Section 8.52	0..10	0..10	0..10	0..10	0..10	0..10	-	-
WARRANTID	2.136	AN	1	20	LJ	Section 8.53	-	0..999	0..999	-	-	0..999	--	
APPLICANT PRIVACY RIGHTS & ACTS STATEMENT ACKNOWLEDGEMENT & APPLICATION VERIFICATION	2.198	A	1	1	F	Section 8.54	1	-	-	-	-	-	-	-
GAPS ID	2.199	AN	1	7	F	Section 8.55	0..1	-	-	-	-	-	-	-
INMATE NUMBER	2.200	AN	10	10	RJ-0F	Section 8.56	-	-	-	1	1	-	-	-
CORRECTIONS STATUS	2.201	N	4	4	F	Section 8.57	-	-	-	1..999	1..999	-	-	-
CORRECTIONS ACTION DATE	2.202	N	8	8	F	Section 8.58	-	-	-	1	1	-	-	-
CORRECTIONS DESCRIPTION	2.203	AN	1	120	LJ	Section 8.59	-	-	-	1..999	1..999	-	-	-
RAPBACK SUBSCRIPTION ID	2.204	AN	11	11	F	Section 8.60	-	-	-	-	-	-	-	-
RAPBACK EXPIRATION DATE	2.205	AN	11	11	F	Section 8.61	-	-	-	-	-	-	-	-
RAPBACK SEND NOTIFICATION RESPONSE	2.206	A	1	1	F	Section 8.62	-	-	-	-	-	-	-	-

Table 29-1: GBI Type-2 Record Specification per TOT

29.2   Rap back (GAPS only) TOTs

The following types of transactions are related to Rap back Subscription Maintenance and Notifications. These types of transactions only have Type-1 and Type-2 records (no fingerprints) and may only be initiated from GAPS. Non-GAPS live scan devices and other devices do not use these types:

- RBDEL (Rap back Deletion) - To send a request for deleting a rap back subscription prior to expiration when a subscription will no longer be needed.

- RBUPD (Rap back Subscription Update) - To update the subscription subject name or DOB and also to change the expiration date to an *earlier* date. To extend an expiration date, use RBREN (see further below). It is expected this would most likely be used to make a name change due to marriage or divorce.

- RBREN (Rap back Renewal) - To extend the expiration date of a rap back subscription past the current expiration date. This is also used to un-delete/un-expire a subscription that was deleted due to expiration *if* the grace period before physical purging has not passed.

- RBPNR (Rap back Pre-Notification Response) - A response from GAPS to a Rap back Pre-Notification e-mail from MBIS for a subscription. That email indicates a change in status (such as an arrest or disposition in criminal history) for the subject of the subscription. A "Y' response indicates the subject of the subscription is still one the agency needs updates for and MBIS will send the notification, which will contain an updated rap sheet. A "N" response indicates the subject is no longer one the agency needs updates for and this in turn will trigger an RBDEL transaction on MBIS.

Below is a table showing the possible Type-2 fields for each of the above rap back transaction types:

Data Element	Field Num	Field Type	Min Len	Max Len	Format	Edit Criteria	RBDEL	RBUPD	RBREN	RBPNR
LEN	2.001	N	2	7	F	Section 8.1	1	1	1	1
IDC	2.002	N	2	2	F	Section 8.2	1	1	1	1
RET	2.005	A	1	1	F	Section 8.3	-	-	-	-
SCO	2.007	ANS	9	19	F	Section 8.4	-	-	-	-
OCA	2.009	ANS	1	20	LJ	Section 8.5	-	-	-	-
SRN	2.009	N	6	6	RJ-0F	Section 8.6	-	-	-	-
FBI/UCN	2.014	AN	1	9	LJ	Section 8.7	-	-	-	-

SID	2.015	ANS	8	8	RJ-0F	Section 8.8	-	-	-	-
SSN	2.016	N	9	9	F	Section 8.9	-	-	-	-
MNU	2.017	ANS	4	15	LJ	Section 8.10	-	-	-	-
NAM	2.018	ANS	4	30	LJ	Section 8.11	-	0..1	-	-
AKA	2.019	ANS	4	30	LJ	Section 8.12	-	-	-	-
POB	2.020	A	2	2	F	Section 8.13	-	-	-	-
CTZ	2.021	A	2	2	F	Section 8.14	-	-	-	-
DOB	2.022	N	8	8	F	Section 8.15	-	0..1	-	-
SEX	2.024	A	1	1	F	Section 8.16	-	-	-	-
RACE	2.025	A	1	1	F	Section 8.17	-	-	-	-
SMT	2.026	N	3	3	F	Section 8.18	-	-	-	-
HGT	2.027	N	3	3	F	Section 8.19	-	-	-	-
WGT	2.029	N	3	3	F	Section 8.20	-	-	-	-
EYES	2.031	A	3	3	F	Section 8.21	-	-	-	-
HAIR	2.032	A	3	3	F	Section 8.22	-	-	-	-
PALM PRINTS	2.035	A	1	1	F	Section 8.23	-	-	-	-
PHOTO	2.036	A	1	1	F	Section 8.24	-	-	-	-
FBI RFP	2.037	ANS	1	75	LJ	Section 8.25	-	-	-	-
DPR	2.038	N	8	8	F	Section 8.26	-	-	-	-
EAD	2.039	ANS	1	120	LJ	Section 8.27	-	-	-	-
OCP	2.040	ANS	1	50	LJ	Section 8.28	-	-	-	-
ADD	2.041	ANS	1	120	LJ	Section 8.29	-	-	-	-
DOA	2.045	N	8	8	F	Section 8.30	-	-	-	-
DOO	2.047	N	8	8	F	Section 8.31	-	-	-	-
CHARGE DESC	2.047	ANS	1	300	LJ		-	-	-	-
ICO	2.056	ANS	1	50	LJ	Section 8.32	-	-	-	-
IMA	2.067	ANS	1	100	LJ	Section 8.33	-	-	-	-
RAP	2.070	A	1	1	F	Section 8.34	-	-	-	-
CRI	2.073	AN	9	9	F	Section 8.35	1	1	1	1
AMP FGN	2.084	N	2	2	F	Section 8.36	-	-	-	-
AMP AMPCD	2.084	A	2	2	F		-	-	-	-
TAA	2.087	A	1	1	F	Section 8.37	-	-	-	-
OTN	2.101	N	11	11	RJ-0F	Section 8.38	-	-	-	-
CAU	2.104	A	1	1	F	Section 8.39	-	-	-	-
CHARGE CODE	2.106	N	4	4	RJ-0F	Section 8.40	-	-	-	-
TCN	2.109	AN	14	14	F	Section 8.41	1	1	1	1

CIT	2.111	ANS	1	17	LJ	Section 8.42	-	-	-	-
TRANSFER TO	2.114	N	1	1	F	Section 8.43	-	-	-	-
CONTRIBUTOR NAME	2.119	AN	1	50	LJ	Section 8.44	-	-	-	-
CONTRIBUTOR ADDRESS	2.120	AN	1	50	LJ	Section 8.45	-	-	-	-
OFFICIAL TAKING PRINTS	2.121	AN	1	30	LJ	Section 8.46	-	-	-	-
CHARGE COMMENT	2.123	AN	1	46	LJ	Section 8.47	-	-	-	-
DLNUM	2.125	AN	1	25	LJ	Section 8.48	-	-	-	-
GBI RFP	2.126	AN	3	20	LJ	Section 8.49	-	-	-	-
DL STATE	2.127	AN	2	2	F	Section 8.50	-	-	-	-
TRANSFER TO ORI	2.128	AN	9	9	F	Section 8.51	-	-	-	-
SMT DESC	2.131	AN	3	30	LJ	Section 8.52	-	-	-	-
WARRANTID	2.136	AN	1	20	LJ	Section 8.53	-	-	-	-
APPLICANT PRIVACY RIGHTS & ACTS STATEMENT ACKNOWLEDGEMENT & APPLICATION VERIFICATION	2.198	A	1	1	F	Section 8.54	-	-	-	-
GAPS ID	2.199	AN	1	7	F	Section 8.55	-	-	-	-
INMATE NUMBER	2.200	AN	10	10	RJ-0F	Section 8.56	-	-	-	-
CORRECTIONS STATUS	2.201	N	4	4	F	Section 8.57	-	-	-	-
CORRECTIONS ACTION DATE	2.202	N	8	8	F	Section 8.58	-	-	-	-
CORRECTIONS DESCRIPTION	2.203	AN	1	120	LJ	Section 8.59	-	-	-	-
RAPBACK SUBSCRIPTION ID	2.204	AN	11	11	F	Section 8.60	1	1	1	1
RAPBACK	2.205	N	8	8	F	Section 8.61	-	0..1	-	-

EXPIRATION DATE										
RAPBACK SEND NOTIFICATION RESPONSE	2.206	A	1	1	F	Section 8.62	-	-	-	1

Table 29-2: GBI Type-2 Record Specification per TOT

30   Allowed NIST Record Types per TOT

Each live scan NIST submission must contain a single Type-1 and single Type-2 record. Other record types allowed or required are shown below. 0 means that record type is not sent for the corresponding TOT. Two numbers separated by a dash indicates a range of allowed occurrences of that record type within the NIST file for the corresponding TOT.

TOT	T4*	T7	T8	T9	T10	T11	T12	T13	T14**	T15	T16	T17	T18	T19	T20	T21	T22	T98	T99
APP	2-14	0	0	0	0	0	0	0	2-14	0	0	0-2	0	0	0	0	0	0	0
CAR	2-14	0	0	0	0-25	0	0	0	2-14	0-10	0	0-2	0	0	0	0	0	0	0
CNA	2-14	0	0	0	0-25	0	0	0	2-14	0-10	0	0-2	0	0	0	0	0	0	0
COR	2-14	0	0	0	0-25	0	0	0	2-14	0-10	0	0-2	0	0	0	0	0	0	0
JCOR	2-14	0	0	0	0-25	0	0	0	2-14	0-10	0	0-2	0	0	0	0	0	0	0
JUV	2-14	0	0	0	0-25	0	0	0	2-14	0-10	0	0-2	0	0	0	0	0	0	0
SEX	2-14	0	0	0	0-25	0	0	0	2-14	2-10***	0	0-2	0	0	0	0	0	0	0
SOT	2-14	0	0	0	0-25	0	0	0	2-14	0-10	0	0-2	0	0	0	0	0	0	0

*Type-4 images are used with 500ppi fingerprint submissions. If submission is 500ppi, no Type-14 images should be included. There should be at least two images (a minimum of 1 rolled finger and the corresponding slap print). Submissions with no fingerprints will not be accepted.

**Type-14 images are used with 1000ppi fingerprint submissions. If submission is 1000ppi, no Type-4 images should be included. There should be at least two images (a minimum of 1 rolled finger and the corresponding slap print). Submissions with no fingerprints will not be accepted.

***Sex Offender Transactions require palmprints so the palm of at least one hand should be submitted. When palmprints are submitted for any transaction, a full set of palm images for each hand submitted should be present as per FBI best practices. If only a partial set of palm images is sent for either hand, the transaction will be rejected.

Rap back (GAPS only) TOTs RBDEL, RBUPD, RBREN, and RBPNR only have a single Type-1 and Type-2 record.

31 Validation Table Examples

Below are example formats of the various validation tables. Please note that while the format should stay the same, the record contents of each of the examples below are not all complete and are subject to change.

31.1   Revcon.dta

Format:

Item	Description	Start Offset	Length
Revision Date	Date of last change in form yyyyjjjhhmmss where: yyyy – year jjj – Julian date hhmm – time in 24 hr format First line is last revision time of *any* table.	1	11
Valtab table	Valtab table name (minus .txt extension). First line is empty.	12	8

Example Data:

```
20141111529
20122901227cau
20130101647citizen
20141111529cnt
20133540956corract
20121681700eye
20122761040hai
20121681700mnu
```

```
20140351626offense
20121681700pob
20121681700rac
20132321130reject
20140970948rfp
20121681700sex
20121681700smt
20121681700state
20121681700tot
20121801451type1
20121801451type1new
```

31.2 cau.txt

Format:

Item	Description	Start Offset	Length
Caution flag	Caution flag value	1	1
Caution Description	Caution flag description	2	100

Example:

```
Calerts law enforcement personnel that this subject is dangerous and to use caution.
Findicates false identity.
Windicates WANTED (FBI Stop Order).
```

31.3 citizen.txt

Format:

Item	Description	Start Offset	Length
Citizenship Code	Two letter country of citizenship	1	2

	code		
Country Name	Country name for Citizenship code	4	80

Example

```
AA ALBANIA
AD ANDORRA
AE ANGUILLA
AF AFGHANISTAN
AG AGUASCALIENTES
AH ASHMORE, CARTIER
AI ANTIGUA, BARBUDA
AJ ARUBA
AN ALGERIA
AO ANGOLA
AP ARMENIA
AQ AZORES ISLANDS
AS AUSTRALIA
AT ARGENTINA
AU AUSTRIA
AV AZERBAIJAN
BB BARBADOS
```

31.4   cnt.txt

Format:

Item	Description	Start Offset	Length
Contributor Code	Nine-character Contributor Code (ORI or OAC)	1	9
Agency Name	Contributor Agency Name	10	45
Agency City	Contributor Agency Address City	55	30

Agency State	Contributor Agency Address State	85	2

Example

```
GA0010000APPLING CO SO                    BAXLEY              GA
GA0010100Baxley Police Department         Baxley              GA
GA0010300GRAHAM POLICE DEPARTMENT         GRAHAM              GA
GA0010400APPLING COUNTY BOE POLICE DEPT   BAXLEY              GA
GA001073JAppling County Probate Court     Baxley              GA
GA0020000ATKINSON CNTY SHERIFFS OFFICE    PEARSON             GA
GA002013JATKINSON COUNTY PROBATE COURT    PEARSON             GA
GA002015JATKINSON CO SUP CT               PEARSON             GA
GA0020200WILLACOOCHEE POLICE DEPT         WILLACOOCHEE        GA
GA002021JWILLACOOCHEE MUNICIPAL COURT     WILLACOOCHEE        GA
GA002043JATKINSON CO MAG CT               PEARSON             GA
GA002901AATHENS CLARKE CO POLICE          ATHENS              GA
GA0030000BACON COUNTY SHERIFFS OFFICE     ALMA                GA
GA0030100ALMA POLICE DEPT                 ALMA                GA
GA003011JALMA RECORDERS COURT             ALMA                GA
GA003013JBACON CO PROBATE COURT           ALMA                GA
```

31.5   corract.txt

Format:

Item	Description	Start Offset	Length
Correction Action Code	Correction Action Code	1	4
Correction Action Description	Correction Action Description	5	120

Example:

```
0459Commuted By the Court
0460Extended Motion Appealed
0461Conditional Transfer In State
0462Paroled- Other State
0464Released- Good Time
```

```
0465Remit to Probation or Pardon and Parole
0466Reprieve and Cond Computation
0467Reprieve and Conditional Commutation Revoked
0468Return to Court
0469Revoked Suspended Sentence
0470Paid Fine
0471Commuted By Parole Board
0474Special Reprieve
0480Conditional Release - Youthful Offender Act
```

31.6   eye.txt

Format:

Item	Description	Start Offset	Length
Eye Color Code	Eye Color Code	1	3
Eye Color Description	Eye Color Description	4	80

Example:

```
BLKBLACK
BLUBlue
BROBROWN
GRNGreen
GRYGray
HAZHAZEL
MARMaroon
MULMulticolored
PNKPINK
XXXUnknown
```

31.7   hai.txt

Format:

Item	Description	Start Offset	Length
Hair Color Code	Hair Color Code	1	3
Hair Color Description	Hair Color Description	4	80

Example:

```
BLKBlack
BLNBlonde
BLUBlue
BROBROWN
GRYGray
ONGOrange
PLEPurple
PNKPink
REDRed
SDYSandy
WHIWhite
XXXUnknown or Bald
```

31.8   mnu.txt

Format:

Item	Description	Start Offset	Length
MNU Prefix Code	MNU Prefix Code	1	2
MNU Prefix Description	MNU Prefix Description	4	80

Example:

```
AF Air Force Serial Number
AN Non-Immigrant Admission Number
AR Alien Registration
AS Army/National Guard/Air National Guard Serial Number
BF Bureau Fugitive Index Number
CG U.S. Coast Guard Serial Number
CI Canadian Social Insurance Number
IO Identification Order Number
MC Marine Corps Serial Number
```

MD Mariners Document or Identification Number
MP Royal Canadian Mounted Police Identification or Fingerprint Section Number
NA National Agency Case Number
NS Navy Serial Number
PP Passport Number
PS Port Security Card Number
SS Selective Service Number
VA Veterans Administration Claim Number

31.9   offense.txt

Format:

Item	Description	Start Offset	Length
Offense Code	Offense Charge Code (Four-digit GCIC code)	1	4
Offense Citation	Offense Statute Citation (up to 17 characters)	5	17
Severity	Offense Severity	22	1
Offense Effective Date	Date Offense takes effect	23	8
Offense Expiration Date	Date Offense Expires	31	8
Offense Description	Offense Charge Description	39	300

Example：

```
096616-5-80(b)      F2015070199991231FETICIDE
096716-5-80(d)      F2015070199991231VOLUNTARY MANSLAUGHTER OF AN UNBORN CHILD
096816-5-2          F1900010199991231VOLUNTARY MANSLAUGHTER
096916-5-80         F1900010120150630FETICIDE
101216-5-40         F1900010199991231KIDNAPPING
102316-5-45(b)(2)(A)BM1900010199991231INTERFERENCE WITH CUSTODY - MISDEMEANOR
102416-5-45(b)(2)(C) F1900010199991231INTERFERENCE WITH CUSTODY 3RD OR SUBSEQUENT OFFENSE
```

31.10   pob.txt

Format:

Item	Description	Start Offset	Length
Place of Birth Code	Two letter place of birth code	1	2
Place of Birth Full Name	Full Name of Country or state identified by Place of Birth Code	4	80

Example:

```
AA ALBANIA
AB ALBERTA
AD ANDORRA
AE ANGUILLA
AF AFGHANISTAN
AG AGUASCALIENTES
AH ASHMORE, CARTIER
AI ANTIGUA, BARBUDA
AJ ARUBA
AK ALASKA
AL ALABAMA
AM AMERICAN SAMOA
AN ALGERIA
AO ANGOLA
AP ARMENIA
AQ AZORES ISLANDS
AR ARKANSAS
AS AUSTRALIA
AT ARGENTINA
AU AUSTRIA
```

31.11   rac.txt

Format:

Item	Description	Start Offset	Length
Race Code	One letter race code	1	1

Race Description	Description of race represented by race code.	4	80

Example:

```
A  Asian or Pacific Islander
B  Black
I  American Indian and Alaskan Native
U  Unknown
W  White (includes Mexicans and Latinos)
```

31.12   reject.txt

Format:

Item	Description	Start Offset	Length
Reject Code	Four-character transaction reject code	1	4
Reject Description	Description of Type of reject represented by reject code	5	80

Example:

```
R001LEN not present, please resend
R002LEN invalid, please correct and resend
R003IDC not present, please resend
R004IDC invalid, please correct and resend
R005RET not present, please resend
R006RET invalid, please correct and resend
R007Send Copy To invalid, must contain a valid ORI
R008OCA invalid, please correct and resend
R009Reserved for Future Use
R010SID invalid, please correct and resend
R011SOC invalid, please correct and resend
```

31.13   rfp.txt (GAPS retrieves gaapsrfp.txt instead, not this file. See Section 31.19)

Format:

Item	Description	Start Offset	Length
GBI Applicant Statute	GBI Applicant Statute Code (GBI Applicant Reason Fingerprinted)	1	17
GBI Reason Fingerprinted Description	Description of GBI Applicant Reason Fingerprinted represented by GBI Applicant Statute	18	75
FBI Reason Fingerprinted	FBI Reason Fingerprinted that corresponds to this GBI Applicant Statute	93	75

Example:

```
013             Fingerprint Card Only - No Check                            GA Check
014             GBI Contractor CJ Security Checks                           Criminal Justice Employment
015             State Agency Employment - GA Check Only                     GA Check
016             Record Inspection - Lobby Office                            GA Check
017             GA Check - Lobby Office                                     GA Check
10-5-35         Sec of State - Broker-Dealers, Agents, Invest Advis/Sales Persons   Other
10-9-9          Georgia World Congress Center                               Other
15-16-1         Sheriff - Candidate                                         Criminal Justice Employment
16-11-129       Pistol Permit                                               Firearms
16-11-129(H)    Pistol Permit - Former LE Officer                           Firearms
17-6-50         Bondsman - Professional                                     Other
19-8-16         Adoption Investigation by Court Appointed Agent             Other
```

31.14   sex.txt

Format:

Item	Description	Start Offset	Length
Sex Code	Sex Code	1	1

Sex Description	Description of Sex represented by code	2	80

Example:

```
FFemale
MMale
UUnknown
```

31.15   smt.txt

Format:

Item	Description	Start Offset	Length
SMT Code	Three-digit SMT code	1	3
SMT Code Description	Description of SMT represented by code	4	80

Example:

```
622Tattoo - Ear, right
623Tattoo - Ear, left
624Tattoo - R Eye
625Tattoo - L Eye
629Tattoo - Face, nonspecific
630Tattoo - Finger(s), right hand
631Tattoo - Finger(s), left hand
632Tattoo - Foot, right
633Tattoo - Foot, left
634Tattoo - Forehead
```

31.16   state.txt

Format:

Item	Description	Start Offset	Length
State Code	Two letter state code	1	2
State Name	Name of State represented by code	4	80

Example:

```
AK ALASKA
AL ALABAMA
AR ARKANSAS
AZ ARIZONA
CA CALIFORNIA
CO COLORADO
CT CONNECTICUT
DC DISTRICT OF COLUMBIA
DE DELAWARE
FL FLORIDA
GA GEORGIA
HI HAWAII
```

31.17   tt.txt

Format:

Item	Description	Start Offset	Length
Transfer To Code	One-character Transfer To code	1	1
Transfer To Description	Transfer To description represented by code	5	80

Example:

```
    None/Not Specified
1   In State
2   Out of State
```

31.18   type1.txt

Format:

Item	Description	Start Offset	Length
Transaction Type Code	Code for Type of Transaction	1	16
Transaction Type Description	Transaction Type Description	17	80

Example:

```
APP             Electronic Applicant
CAR             Electronic Criminal
CNA             Electronic Criminal
COR             Electronic Corrections
JCOR            Electronic Juvenile Corrections
JUV             Electronic Juvenile
SEX             Sex Offender Registration
SOT             Search Only Transaction
```

31.19   gaapsrfp.txt (Used only by GAPS instead of rfp.txt)

Format:

Item	Description	Start Offset	Length
GBI Applicant Statute	GBI Applicant Statute Code (GBI Applicant Reason Fingerprinted)	1	17
GBI Reason Fingerprinted Description	Description of GBI Applicant Reason Fingerprinted represented by GBI Applicant Statute	18	75
FBI Reason Fingerprinted	FBI Reason Fingerprinted that corresponds to this GBI Applicant Statute	93	75
Fee Amount	Amount of fee charged by GBI	168	7

Rap back Submission RFP	Is RFP a rap back Submission RFP? ("Y" – Yes, "N" – No)	175	1

Example:

```
015          State Agency Employment - GA Check Only                        GA Check                          0000.00N
016          Record Inspection - Lobby Office                               GA Check                          0025.00N
017          GA Check - Lobby Office                                        GA Check                          0042.75N
018          DPH Health District Employment - GA Check Only                 GA Check                          0027.75N
019          DCH- Medicaid Provider (GA Check Only)                         GA Check                          0027.75N
020          DCH-OIG Contractors-GA Check Only)                             GA Check                          0027.75Y
10-5-35      Sec of State - Broker-Dealers, Agents, Invest Advis/Sales Persons   Other                        0041.00N
10-9-9       Georgia World Congress Center                                  Other                             0041.00N
```