

**Wisconsin Department of Justice**  
Division of Law Enforcement Services  
Crime Information Bureau  
17 West Main Street, P. O. Box 2718  
Madison WI 53701



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**DATE:** August 21, 2003

**TO:** ALL JAIL ADMINISTRATORS

**SUBJECT:** Agencies that are Planning to Purchase a New Record Management System or Create an Interface to a Cardscan or Livescan

According to a recent survey conducted by the Wisconsin Division of Electronic Government (DEG), more than 250 law enforcement agencies plan to purchase a new record management system within the next twelve months. Many of these systems will interface with livescan devices, contributing arrest information and fingerprint images to the Crime Information Bureau. If your agency is planning such a purchase, it's recommended the record management system vendor comply with the Criminal Justice Information Services (CJIS) version 7 Electronic Fingerprint Transmission Specification (EFTS). *We encourage agencies that are presently writing a Request for Proposal (RFP) to include this as a requirement in their RFP language.* A copy of this document may be found here: [http://www.doj.state.wi.us/les/CCH/efts\\_70.pdf](http://www.doj.state.wi.us/les/CCH/efts_70.pdf) or can be obtained by contacting the Crime Information Bureau.

Those making RMS purchasing decisions occasionally fail to consider interface pieces that often accompany RMS installations. When these systems are interfaced with livescan devices and don't comply with the EFTS specification, additional resources and revenue are frequently required in order for them to perform as expected. *Records management systems that comply with the EFTS can save your agency costly changes later.*

In addition, electronic fingerprint submittals may be delayed or rejected if data elements fail edit checks. Implementers can avoid these problems by building edit checks into record management systems and fingerprint capture equipment. Here is a list of data edit checks currently being performed by CIB. <http://www.doj.state.wi.us/les/CCH/edits.htm>.

For additional information or to obtain a copy of the CJIS EFTS contact Sandie Schultz at (608) 264-9490 or [email schultzsd@doj.state.wi.us](mailto:schultzsd@doj.state.wi.us).