

APA-2
07/04

ALABAMA CRIMINAL JUSTICE INFORMATION CENTER
NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama Criminal Justice Information Center (ACJIC)

RULE NO. & TITLE: 265-x-2-.03 (Individual Access, Review and Challenge of Criminal History Record Information), and Appendices A (Applicant Application), B (Instructions for Completing Request for Review of Criminal Records) and C (Criminal History Record Challenge).

INTENDED ACTION: The Alabama Criminal Justice Information Center proposes to amend 265-x-2.03 and Appendices A, B and C.

SUBSTANCE OF PROPOSED ACTION: The above rule as amended would clarify the procedure for an individual to access, review and challenge their Alabama criminal history record information maintained by the Alabama Criminal Justice Information Center through the state's computerized criminal history repository (CCH) system. The rule would establish a one-year time frame for a person to challenge their criminal history record information (CHRI) review provided by ACJIC, and a one-year retention period for ACJIC to maintain CHRI review request. The rule also provides detailed criteria for the individual to provide in the event of a CHRI record challenge.

The above rule also would include revisions to Appendices A, B and C, which includes amending the Applicant Application (Appendix A) to include a revised, more detailed Application to Review or Challenge AL Criminal History Record Information, requiring the applicant to provide a copy of a valid photo identification with an application, and adding a legal reference to the criminal offense for a false submission under Alabama law; amending Appendix B to include revised detailed instructions for completing the application to review or challenge AL Criminal History Record Information; and the revision of Appendix C from the Criminal History Record Challenge form to Instructions for Law Enforcement Officials taking applicant fingerprints and a sample of the FBI's most recent "Applicant" Fingerprint card.

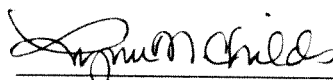
TIME, PLACE, MANNER OF PRESENTING VIEWS: Views may be presented in writing to the contact person listed below through April 6, 2012. Views may also be submitted orally on April 26, 2012 or in writing to the ACJIC Commission at the address below.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE: April 6, 2012.

CONTACT PERSON AT AGENCY: Lynn M. Childs, Crime Statistics and Information Division, Alabama Criminal Justice Information Center, P.O. Box 300660, Montgomery, Alabama 36130-0660. Telephone: 334-517-2400. Email: lynn.childs@alacop.gov

02-21-2012

Date



Lynn M. Childs

Secretary of Administrative Procedure
Alabama Criminal Justice Information Center