

## **South Carolina Law Enforcement Division License Plate Reader file access**

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### **Introduction**

Several law enforcement agencies (user agencies) in South Carolina have instituted state-of-the-art license plate screening technology from mobile and fixed sites. Their vendors provide software and screening devices that have the capability of scanning license plates and searching a local database loaded into a patrol vehicle computer or other location controlled by the agency. Data is provided to the law enforcement agency, not the vendor. Consequently, these law enforcement agencies have requested that SLED obtain relatively current information from the NCIC files in order to compare scanned numbers against stolen license plate information.

The FBI will provide SLED with extracts from the Vehicle File, the License Plate File, and vehicle information in the Wanted Person File. SLED will request this file twice a day from the FBI/CJIS division.

SLED will make this file (NCICEXT) available via a secure method to agencies who meet the following criteria:

### **Criteria to Gain Access to NCICEXT File**

The agency requesting this file must be a South Carolina Law Enforcement or criminal justice agency. Access to this file must be requested from SLED by the agency TAC.

The agency must have a current NCIC agreement on file at SLED. If an NCIC agreement is not in place, the agency TAC must fill out this agreement, attach it to the request, and forward it to the SLED DATA CENTER CTO office at [cto@sled.sc.gov](mailto:cto@sled.sc.gov). A blank 'User Agreement and System Responsibilities of Terminal Agency Coordinator' form can be found at <http://www.sled.sc.gov/cjis.aspx?MenuID=CJIS>.

The agency is responsible for purchasing, installing and maintaining any necessary software and hardware for this technology. SLED recommends that the vendor incorporate scripts or other technologies to download the updated file from SLED during the LPR installation. This should be a scheduled periodic download to maintain the latest file for the LPR system.

The NCICEXT file can be used for law enforcement purposes only. The agency must update its local database as FBI updates become available, ensuring that those numbers deleted from the NCIC system are also deleted from all local databases. The agency must use NCIC client software to confirm extract hits are still active in NCIC, at the earliest reasonable opportunity, in accordance with current hit confirmation policy.

It is the user agencies' responsibility to ensure that the vendor has had proper background checks and security agreements are signed and in place between the user agency and the vendor.

By accepting this file, the user agency agrees to adhere to any NCIC and SLED policies in order to ensure continuation of that access. The access and use of the NCICEXT file is subject to all security, auditing, and access requirements for use of NCIC data. Sharing of this file with other agencies is not allowed.

Approved agencies will be required to have a VPN Client loaded to the hardware receiving the file as well as an FTP userid/password for access to the NCICEXT server. Access to these services will be given to the TAC after the request is approved.

There is a 10 day minimum time frame to verify the request and return information to the requesting agency.