12 NCAC 04I .0301 is proposed for adoption as follows:

SECTION .0300 – SUBMISSION OF DATA FOR CRIMINAL HISTORY RECORDS

12 NCAC 04I .0301 ARREST FINGERPRINT CARD

(a) Fingerprint cards submitted in accordance with G. S. 15A – 502 must contain the following information on the arrestee in order to be processed by the SBI and FBI:

(1) ORI number and address of arresting agency;
(2) complete name;
(3) date of birth;
(4) race;
(5) sex;
(6) date of arrest;
(7) criminal charges; and
(8) a set of fingerprint impressions and palm prints if the agency is capable of capturing palm prints.

Any fingerprint cards physically received by the SBI that do not meet these requirements shall be returned to the submitting agency to be corrected and resubmitted. Any fingerprint cards that have been submitted electronically to the SBI that do not meet these standards shall not be accepted. The submitting agency shall receive electronic notification that the prints did not meet minimum standards through the agency's LiveScan device.

(b) The arrest and fingerprint information contained on the arrest fingerprint card shall be added to the North Carolina's CCH files, and electronically forwarded to the FBI's Interstate Identification Index (III) for processing.

(c) Criminal fingerprint cards shall be submitted in the following ways:

(1) electronically through the agency's LiveScan device to North Carolina's Statewide Automated Fingerprint Identification System (SAFIS); or

(2) mail addressed to:

North Carolina State Bureau of Investigation
Criminal Information and Identification Section
3320 Garner Road
Raleigh, North Carolina 27626
Attention: AFIS & Technical Search Unit

Authority G.S. 15A-502; 15A-1383.