



U.S. Department of Justice

Federal Bureau of Investigation

Clarksburg, WV 26306

June 24, 2011

TO: ALL CJIS SYSTEMS OFFICERS AND STATE IDENTIFICATION BUREAU REPRESENTATIVES THAT RESIDE IN AN AGENCY DIFFERENT THAN THE CJIS SYSTEMS OFFICERS

In July 1999, the Federal Bureau of Investigation (FBI) implemented the Integrated Automated Fingerprint Identification System (IAFIS) to process civil and criminal fingerprint submissions electronically, resulting in quicker processing and faster response times. Over the past two years, the FBI has encouraged all agencies to modify any remaining manual processes and implement full electronic capabilities for both current and resubmitted fingerprint transactions. As a result, the FBI has received fewer hard-copy fingerprint cards for processing.

Beginning April 15, 2012, the FBI will no longer accept hard-copy fingerprint cards or hard-copy biometrics such as palmprints. The FBI is aware some agencies will need an alternate method to submit hard-copy fingerprints after that date. If necessary, recommended options would be: (1) update current processing at the local and/or state agencies; (2) submit fingerprints through a channeling agency that has access to the IAFIS; (3) submit criminal fingerprints through a federal agency via the Joint Automated Booking System; or (4) submit civil fingerprints through a federal agency via the Civil Applicant System.

For further information regarding this matter, please contact the CJIS Division's Customer Service Group at telephone number (304) 625-5590. We appreciate your continued cooperation and support in moving forward with this endeavor.

Sincerely yours,

Daniel D. Roberts  
Assistant Director  
Criminal Justice Information  
Services Division