

National Instant Criminal Background Check System (NICS) Questionnaire

Section: NICS Background Checks

1). Does your Agency perform queries of NICS for the purpose of providing information in connection with the issuance of a firearm-related permit or license?

- Yes
- No

» Primary question answered Yes

1). Does your Agency ensure that NICS data is only accessed by authorized personnel for authorized purposes?

- Yes
- No

2). Does your Agency use the following Purpose Identifications (IDs) for the reason or purpose of the NICS query:

13 - Test

14 - Gun permit of any type

22 - Disposition of handgun

23 - Disposition of long gun

24 - Disposition of other (Frame, Receiver, etc.)

- Yes
- No

2). Please use the space below to clarify any answers in this section. Type N/A if there is no need for clarification.

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Section: NICS Indices

1). Does your Agency enter records in the NICS Indices?

- Yes
- No

» Primary question answered Yes

1). Data should only be entered into NICS Indices when it is not available via any other national database. If the data is in NCIC or III, it does not need to be entered in the NICS Indices.

- ☐ I have read and will comply.

2). Does your Agency have procedures in place to ensure the accuracy and validity of the data entered into the NICS Indices?

- Yes
- No

3). Does your Agency enter persons prohibited from receiving firearms in the NICS Indices for any other reasons than the following:

A1) Felony Conviction

B) Felony Indictment

C) Active Warrant

D) Controlled Substance User

E) Mental Defective

F) Illegal or Unlawful Alien

G) Dishonorable Discharge

H) Citizenship Renunciation

I) Protective Order

J) Misdemeanor Crime of Domestic Violence

- Yes
- No

4). Does your Agency have procedures in place for individuals wishing to challenge the accuracy of a NICS record, or assert that his or her rights to possess a firearm have been restored?

- Yes
- No

2). Please use the space below to clarify any answers in this section. Type N/A if there is no need for clarification.

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Section: Security/Training

1). Does your Agency access NICS via the National Crime Information Center (NCIC)?

- Yes
- No

» Primary question answered Yes

1). Does your Agency ensure that all personnel complete National Crime Information Center (NCIC) training prior to being granted access to NICS?

- Yes
- No

» Primary question answered No

1). Does your Agency ensure that all users biennially complete NCIC recertification, and reaffirm their proficiency of terminal operators?

- Yes
- No

2). Please use the space below to clarify any answers in this section. Type N/A if there is no need for clarification.