

Law Enforcement

CUAR

CJIS User Authorization
CJIS -1 Rev 06-02

Connecticut Justice Information Systems Support Group

101 East River Drive, East Hartford CT 06108-3274

Telephone 860.622.2000 Fax 860.610.0749

This form must be Approved and Submitted by the CJIS User's Manager.

For OBTS access, Approval of the

Agency/Branch CJIS Authorizing Individual is Required

Please Print All Information Clearly

CJIS Support Group Use Only
PROCESSED BY
DATE
USER ID AFFECTED

CJIS USER IDENTIFICATION

Person for <u>Whom</u> Access is Requested (<i>Given First Name, Last Name</i>)	Name of Branch MUN
e-mail	Town
Phone Number	Department LAW ENFORCEMENT
Fax Number	Department Address (<i>Street, City, Zip</i>)

TYPE OF REQUEST

<input checked="" type="checkbox"/> ⁽¹⁾ Check if this is User's First Request for Access to a CJIS Application	<input checked="" type="checkbox"/> New Access to CJIS Application	<input type="checkbox"/> Modify Access to CJIS Application	<input type="checkbox"/> Terminate Access to CJIS Application
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CURRENT CJIS USER ID (*Provide Only if Box 1 is Not Checked*)

APPLICATION

<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	OBTS CERTIFICATION TRAINING Requested	Requested Training Dates and Times (<i>Enter 3 Dates/Times from Training Schedule, in Preferred Order</i>) 1 st Choice _____ 2 nd Choice _____ 3 rd Choice _____ Requested Training Location (<i>Enter Training Location for Each Date/Time Choice</i>) Location for 1 st Choice _____ Location for 2 nd Choice _____ Location for 3 rd Choice _____
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<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	OBTS ACCESS (<i>Signed OBTS Certification Form Obtained at Training is Required for OBTS Access.</i>)
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NEW OBTS CJIS APPLICATION ROLE (Not Applicable for Termination of Access Request)
(*See Following Page for CJIS Application Roles and Definitions*)

CURRENT OBTS CJIS APPLICATION ROLE (Not Applicable for First Access Requests (1) or for New Access Requests)
(*See Following Page for CJIS Application Roles and Definitions*)

MANAGER'S APPROVAL (*Required Section*)

Name of Person Approving the Requested Access (<i>Last Name, First Name</i>)	Name of Branch MUN
Signature	Town
e-Mail	Department LAW ENFORCEMENT
Phone Number / Fax Number	Department Address (<i>Street, City, Zip</i>)

Agency TAC OFFICER'S APPROVAL (*Agency MUST Provide Signature Below Before CUAR Will be Processed*)

Agency / Branch CJIS Authorizing Individual (<i>Agency TAC Officer</i>) (<i>Print Name</i>)	Agency / Branch CJIS Authorizing Individual's (<i>Agency TAC Officer</i>) Signature
AGENCY MUST SIGN IN THIS SECTION	Date

CJIS APPLICATION ROLES AND DEFINITIONS

Branch	Agency	Department	CJIS Role	OBTS Case Types							
				Cat. 1	Cat. 5	Cat. 6	Cat. 7	Cat. 8	Cat. 9	Cat. 10	Cat. 11
MUN	(Town)	Law Enforcement	Dispatcher	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
MUN	(Town)	Law Enforcement	Police Officer/Detective	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
MUN	(Town)	Law Enforcement	Records Clerk	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
MUN	(Town)	Law Enforcement	TAC Officer/ ASO	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
MUN	(Town)	Law Enforcement	Chief	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
MUN	(Town)	Law Enforcement	Password Officer	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes

OBTS Case Types

Cat 1	Cases with continuances more than 13 months old	
Cat 2	Erased Case Information	
Cat 3	Erased Youthful offender case Information	
Cat 4	Pardoned Case Information	
Cat 5	Post-finding Alcohol Education or Drug Education Sealed Case Information	
Cat 6	Post-finding case information awaiting erasure	
Cat 7	Post-finding case conviction information	
Cat 8	Sealed juvenile transfer	Not available to any PD user
Cat 9	Pre-finding case information	
Cat 10	Pre-finding Alcohol Education or Drug Education sealed case information	
Cat 11	Pre-finding Youthful Offender sealed case information	
Cat 12	Offender Adjudged a youthful offender, case pending erasure	

- (1) Agency is not allowed to view these cases unless they are providing services to this individual for this case
- (2) DoC is allowed to view these cases if they are providing services to this individual for this case