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MARK GWYN
Director

Memorandum

To: Tennessee Sex Offender Registering Agencies

Date: February 11, 2011

From: Jason Locke, Assistant Special Agent in Charge
Criminal Intelligence Unit / Sex Offender Registry

RE: DNA Status for **NCIC** Purposes vs DNA Status for **DNA Collection** Purposes

When dealing with the Sex Offender Registry, there are two (2) separate instances when you must determine the DNA status of an offender (determine whether the offender's DNA is on file at TBI). Those instances are handled differently.

NCIC Entry and Validation: When entering a sex offender or validating a sex offender record in the NCIC NSORF relating to the field on the DNA status of the offender, the only source of information for this purpose may be the Sex Offender Registry Database. No other source of information may be used for completing this field. The Sex Offender Registry Database and NCIC must match.

Sex Offender DNA Collection for the purposes of complying with state and federal law of having an offender's DNA on file at TBI: When determining the need to collect an offender's DNA under this purpose, Registering Agencies must follow the Sex Offender Registry Standard Operating Procedure for DNA Collection. The SOR Database may not be used for this purpose. To view the procedure:

Go to: www.tbi.tn.gov
Click on "Law Enforcement Only"
User name: lawenforcement (all lowercase / no space)
Password: Tennessee1
Click on: "TN Sex Offender Registry"
Click on "SOR Standard Operating Procedures"
Click on "10 DNA Collection for SOR"

JTL: jl

Cc: Jerri Powell, Special Agent in Charge, Tennessee Fusion Center

