



The RTID Report

Issue 1, May 2006

...the status of improvements to the efficiency of Canada's national fingerprint and criminal record repository

RTID PHASE 1 OVERVIEW:

Uniting Technology and New Processes to Enhance Service Delivery

Phase 1 of the RTID Project will introduce simplified business processes and modern technology to improve the speed and accuracy of fingerprint identification. This will be the first of the operational efficiencies RTID will provide to users of the National Police Services (NPS) newly named "Canadian Criminal Real Time Identification Services" (CCRTIS) fingerprint identification and criminal records services.

Following the implementation of Phase 1, users will benefit from a new:

- Automated Fingerprint Identification System (AFIS)
- National Police Services, National Institute of Standards and Technology (NPS-NIST) Server to permit the electronic exchange of fingerprint identification requests
- NPS-NIST Interface Control Document (ICD) Version 1.7.7C specification for electronic submissions

Considerable advances in AFIS technology support the accurate processing of good quality fingerprint submissions with little or no manual intervention. To take full advantage of the capabilities of the new AFIS, CCRTIS business processes are being changed and new policies are being introduced to promote electronic submissions.

The new AFIS and NPS-NIST Server will be operational at the end of 2006, representing the completion of RTID Phase I. Agencies compatible with the NPS-NIST-ICD Version 1.7.7C specification will benefit from the ability of CCRTIS to respond to 85% of civil requests (those that do not hit a criminal file) submitted electronically within 72 hours.

RTID PROJECT STATUS

Along with preparations to put the new AFIS into production and the development of the NPS-NIST Server and the NPS-NIST ICD Version 1.7.7C, Project activities involve preparing CCRTIS staff and users for the new system.

The transfer of the fingerprint files on the existing AFIS to the new AFIS is in progress. This process involves the conversion of over 4 million files and will be completed in summer 2006. The expected performance capabilities of the AFIS were confirmed with Factory Acceptance Testing conducted in May. This off-site testing process is the first of six testing processes that the AFIS will undergo to ensure that it performs as expected prior to becoming operational.

AFIS Testing

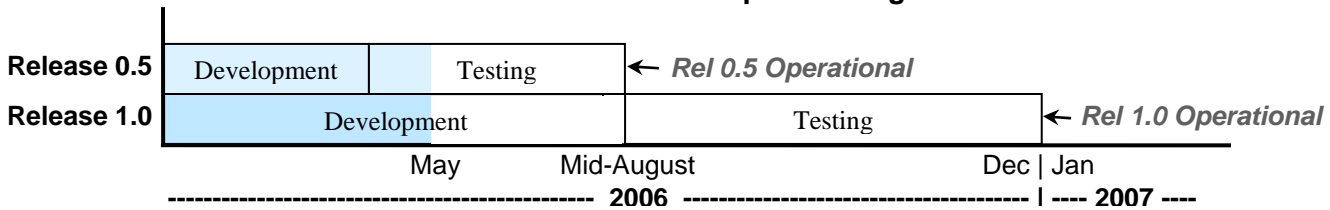
There are 2,635 requirements for the performance, features or functionality of the new AFIS. Before the AFIS goes into production, each requirement will be verified in at least one of six testing processes: Factory Acceptance, Site Acceptance 1 and 2, Integration, User Acceptance and Quality Control Services Testing.

The development work on Release 0.5 (early release), of the NPS-NIST Server is complete and testing has begun. Release 0.5 will provide limited functionality by permitting only the submission of electronic fingerprint requests for civil purposes. Two civil agencies will participate in the early release that will be operational in



summer 2006. Release 1.0 is the full version and permits the submission and receipt of electronic fingerprints requests.

NPS-NIST Server Development Progress



The NPS-NIST-ICD Version 1.7.7C and a supporting document entitled “Best Practices for the Capture and Processing of Biometric Endorsements” are complete. To obtain a copy of these documents, contact NIST_ICD_DCI@rcmp-grc.gc.ca.

Agency Engagement

The RTID Project hosted the third AFIS Working Group Meeting on May 29-30, 2006. Working group members are from Canadian police agencies that have an operational AFIS or AFIS workstation and the ability to access the national fingerprint database for ten print and latent fingerprint searching. Federal agencies using LiveScan fingerprint capture technologies also belong to this group. The meeting provides RTID Project and CCRTIS knowledge experts the opportunity to work with members to ensure they are prepared for the implementation of RTID Phase 1.

NEW POLICIES FOR FINGERPRINT SUBMISSIONS

To support improved service levels and encourage electronic fingerprint submissions, new policies for both paper-based and electronic fingerprint submissions are being introduced. The effective dates for these policies are associated with the implementation of RTID Phase 1 and provide agencies the time necessary to adjust their business processes to adapt to the new system.

Effective January 1, 2007

Fingerprint Services

New Policy: Electronic Submission Requirements (Civil)

The requirements for electronic fingerprint submissions for civil purposes will be changed to improve agency access to this service. A minimum of 10 plain, flat fingerprint impressions (10 ID flats) are required for electronic fingerprint submissions for civil purposes using NPS-NIST-ICD Version 1.7.7C compliant systems. Ten full rolled plus ten plain impressions may also be submitted for this purpose.

New Policy: Paper-based Submission Requirements

A new policy for paper-based submissions will be introduced to ensure that paper-based and electronic requests are managed equally. Requests submitted electronically with incomplete information will be automatically rejected as soon as the new AFIS and NPS-NIST Server are rolled out. Paper-based requests submitted with insufficient information to support the lawful taking and retention of fingerprints will also be automatically returned to the originating agency for revision and re-submission.

A fingerprint request submitted on a paper C-216 (criminal) or C216C (civil) form will be considered incomplete when:

- There are less than 10 fingerprints provided without an explanation
- Information is missing in any mandatory field, including reference to the Originating Agency Identifier (ORI) assigned to your agency

Poor quality fingerprints **may** also lead to the rejection of paper-based requests.

Rejected requests will be returned to the originating agency with a document providing an explanation of the reason for return. In fall 2006, a sample of this document including a comprehensive list of paper-based submission requirements will be available on the CCRTIS section of the RCMP Internet Web site at www.rcmp-grc.gc.ca/html/ident_e.htm before the policy becomes effective.

New Policy: Handwritten Forms

To maximize the efficiency of fingerprint identification, handwritten C216 forms will not be accepted for processing.

Criminal Records Services

New Forms: Criminal Records Services Reply Forms (Civil)

A new reply paper form for criminality checks will be introduced. Criminal record verification information will be provided on the new form and the fingerprints submitted with the initial service request will no longer be returned.

Effective April 1, 2008

Fingerprint Services

New Forms: Paper-based Fingerprint Submissions

Pre-printed fingerprint forms (C216, C216C) will no longer be provided. Fingerprint forms will be available in a standardized electronic format. Only fingerprints submitted on the standardized form will be accepted for processing. These documents will be available on the CCRTIS section of the RCMP Internet Web site at www.rcmp-grc.gc.ca/html/ident_e.htm in the fall 2006.

New Policy: Palm Print Requirements

The capabilities of the new system will enable CCRTIS to create a new national palm print database to enhance the information services available to users. A provision for the capture of palm prints will be made on the standardized submission forms. Palm prints will be required on all criminal, refugee and civil (employee) submissions. Palm print requirements include a full hand impression plus an impression of the side of the hand below the small finger (writer's palm).

Criminal Records Services

New Policy: Biometric-based Civil Criminality Checks

The efficiencies provided by the implementation of RTID will enable criminality checks for civil purposes based exclusively on biometrics. Fingerprints are required for civil criminality checks that will include both a name search on the Canadian Police Information Centre and fingerprint processing. The Simple Mail Transfer Protocol (SMTP) gateway currently used by federal agencies to submit requests for name-based criminality checks will be phased out over time.

FOR FURTHER INFORMATION:

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