



TRIBAL ACCESS PROGRAM

**FOR NATIONAL CRIME INFORMATION
ENSURING THE EXCHANGE OF CRITICAL DATA**

TTSORS to NSOR Interconnection Overview Webinar for TAP Tribes



Department of Justice
Office of the Chief Information Officer
Office of Tribal Justice

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Webinar Housekeeping

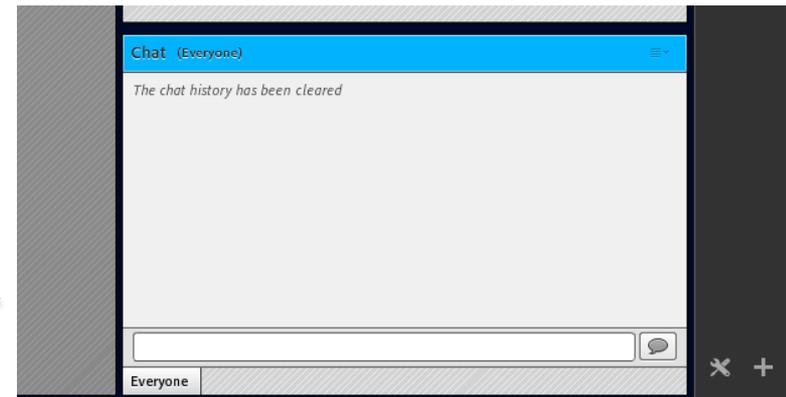


▪ Audio

- Join webinar audio by phone
- Dial the conference call number provided in the calendar invitation
- Enter the access code provided in the calendar invitation when prompted
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▪ Attendance

- To ensure that we have a record of your attendance, type your name and your Tribe's name in the Chat window



▪ Questions

- Questions may be typed in the Chat window or verbally asked during the question and answer period of the webinar



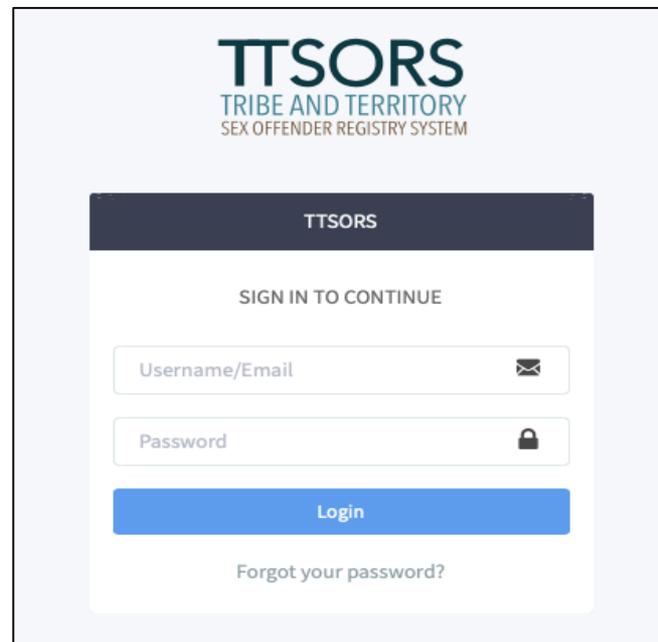
- Provide an overview of the TTSORS to NSOR Interconnection project
- Demonstrate how to auto-populate the NSOR record from an existing TTSORS entry



- TTSORS is provided by the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART)
 - Assists Tribes with meeting Sex Offender Registration and Notification Act (SORNA) registry system requirements
 - Functions as the administrative registry system and as the public sex offender registry website for Tribal and territory jurisdictions
- Some Tribes may use other public sex offender registry websites such as Offender Watch
 - The Interconnection does not support those sites
- The TTSORS to NSOR Interconnection:
 - Reduces duplication of entry
 - Ensures accuracy, completeness, and timeliness of NSOR entries
- Phase I – Entry and supplemental
- Phase II (not started) - Modify, clear, cancel and cancel supplemental

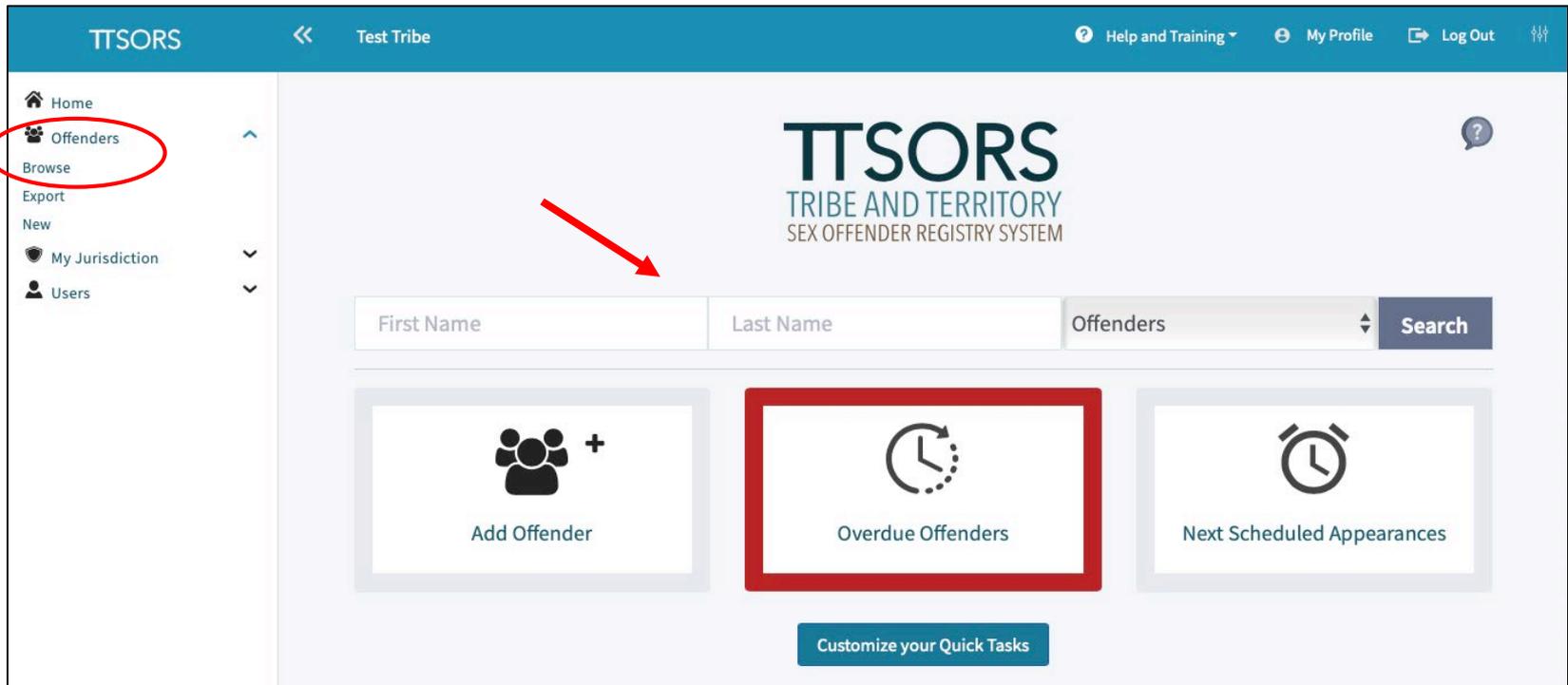


■ Step 1: Login to TTSORS



The screenshot shows the TTSORS login interface. At the top, the text reads "TTSORS TRIBE AND TERRITORY SEX OFFENDER REGISTRY SYSTEM". Below this is a dark blue header with "TTSORS" in white. Underneath is the instruction "SIGN IN TO CONTINUE". There are two input fields: "Username/Email" with an envelope icon and "Password" with a lock icon. A blue "Login" button is positioned below the fields. At the bottom, there is a link that says "Forgot your password?".

- Step 2: Locate the Offender Record by clicking “Offenders” > “Browse” or using Offender Search



The screenshot displays the TTSORS (Tribal and Territory Sex Offender Registry System) interface. The navigation menu on the left includes 'Home', 'Offenders' (circled in red), 'Browse', 'Export', 'New', 'My Jurisdiction', and 'Users'. A red arrow points to the 'Browse' option under 'Offenders'. The main content area features the TTSORS logo and a search bar with fields for 'First Name', 'Last Name', and 'Offenders', followed by a 'Search' button. Below the search bar are three quick task cards: 'Add Offender', 'Overdue Offenders' (highlighted with a red border), and 'Next Scheduled Appearances'. A 'Customize your Quick Tasks' button is located at the bottom.



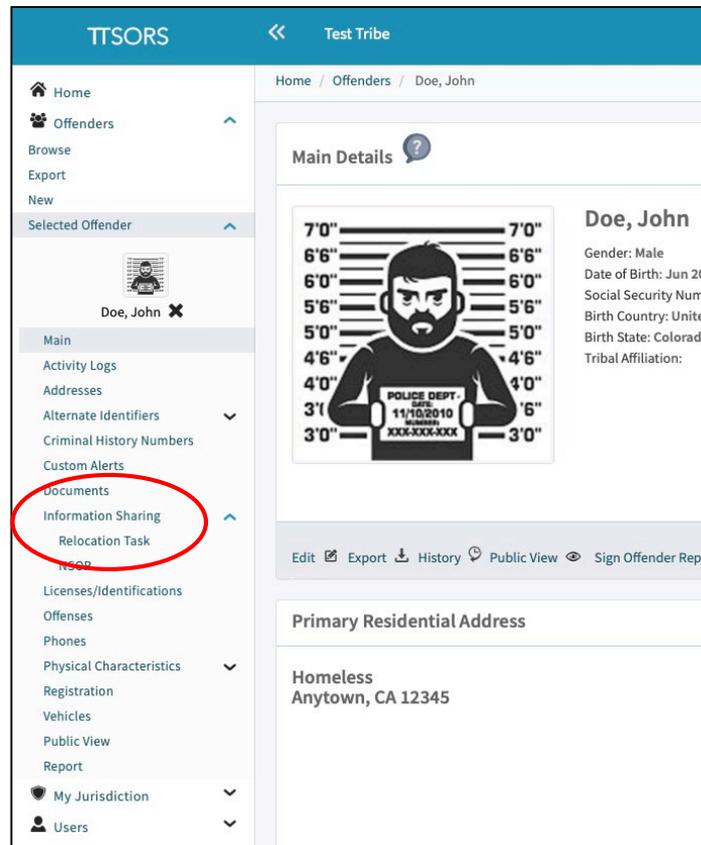
- Step 3: Open the offender record by clicking the name or image from the offender list.



The screenshot shows a user interface for editing an offender record. On the left is a mugshot of a man with a beard, wearing a dark shirt. He is holding a white sign that reads "POLICE DEPT. DATE 11/10/2010 NUMBER XXX-XXX-XXX". The mugshot is set against a height chart with markings from 3'0" to 7'0" in increments of 6 inches. To the right of the mugshot, the offender's name "Doe, John" is displayed in a bold blue font. Below the name, several fields of information are listed: "Aliases", "Jurisdiction: Test Tribe", "Type: Tier 1", "DOB: 06/20/1985", "Gender: Male", and "Active: ✓". At the bottom left of the record card is a three-dot menu icon, and at the bottom right is a "Delete" button with a trash can icon.



- Step 5: Select “Information Sharing” > “NSOR” to open the NSOR submission form.





Supplemental Data

- Conviction Resulting in Registration” and “Originating Agency Case Number” must be entered prior to submission to NSOR for all records
- Originating Agency Identifier (ORI) number will be pre-populated if agency has just one ORI



- Step 6: Complete the NSOR entry by selecting the "Submit" button.

The screenshot shows a web form for submitting an NSOR entry. It contains five dropdown menus:

- Vehicle Year *
- Vehicle Make * (Chevrolet)
- Vehicle Model (EQUINOX)
- Vehicle Style *
- Vehicle Color (White)

At the bottom of the form, there are two buttons: a blue "Submit" button and a red "Cancel" button. The "Submit" button is circled in red.

Check the Status of the Submissions



- Step 7: To check the status of the jurisdiction's submissions, click "My Jurisdiction" > "Information Sharing" > "NSOR" from the main navigation menu.

The screenshot shows the TTSORS web application interface. The breadcrumb trail is Home / My Jurisdiction / Information Sharing / NSOR. The main content area displays a table of NSOR Submissions. The left sidebar navigation menu has 'Information Sharing' and 'NSOR' highlighted with a red circle. The table below shows submission details for several offenders, with some rows highlighted in red.

Offender Name	ORI	Date Created	Date Sent to NSOR	Status	Supplemental(s)
Billy, Wilson	NMDIT0200	06/06/2020 3:33 PM	06/06/2020 3:35 PM	Response Received - Completed	Response Received - Completed Response Received - Completed
Schwerin, George Leslie	NMDIT0200	05/30/2020 12:39 PM	07/21/2020 1:40 PM	Response Received - Completed	Response Received - Has Errors Response Received - Completed Response Received - Completed Response Received - Completed Response Received - Completed Response Received - Has Errors
Joe, Amos	NMDIT0200	05/27/2020 5:14 PM	05/27/2020 5:15 PM	Response Received - Completed	Response Received - Completed
Willie, Ray	NMDIT0200	05/19/2020 5:13 PM	05/19/2020 5:15 PM	Response Received - Completed	
Tsosie, Torey Quinn	NMDIT0200	05/13/2020 12:01 PM	05/13/2020 12:05 PM	Response Received - Completed	Response Received - Completed Response Received - Completed Response Received - Completed Response Received - Completed Response Received - Completed
Jim, Henry Sam	NMDIT0200	04/29/2020 2:20 PM	04/29/2020 2:25 PM	Response Received - Has Errors	Queued - Pending Primary Submission Response Queued - Pending Primary Submission Response

Check the Status of the Submissions



- Step 8: Check to see if there are any errors with the main or supplemental submissions. If there are errors, click the offender name to go back to the NSOR Submission form for more details.

Offender Name	ORI	Date Created	Date Sent to NSOR	Status	Supplemental(s)
Billy, Wilson	NMDIT0200	06/06/2020 3:33 PM	06/06/2020 3:35 PM	Response Received - Completed	Response Received - Completed Response Received - Completed
Schwerin, George Leslie	NMDIT0200	05/30/2020 12:39 PM	07/21/2020 1:40 PM	Response Received - Completed	Response Received - Has Errors Response Received - Completed Response Received - Completed Response Received - Completed Response Received - Completed Response Received - Has Errors
Joe, Amos	NMDIT0200	05/27/2020 5:14 PM	05/27/2020 5:15 PM	Response Received - Completed	Response Received - Completed
Willie, Ray	NMDIT0200	05/19/2020 5:13 PM	05/19/2020 5:15 PM	Response Received - Completed	
Tsosie, Torey Quinn	NMDIT0200	05/13/2020 12:01 PM	05/13/2020 12:05 PM	Response Received - Completed	Response Received - Completed Response Received - Completed Response Received - Completed Response Received - Completed Response Received - Completed
Jim, Henry Sam	NMDIT0200	04/29/2020 2:20 PM	04/29/2020 2:25 PM	Response Received - Has Errors	Queued - Pending Primary Submission Response Queued - Pending Primary Submission Response



- Step 9: Review the error message on the form to determine what information to correct.

NSOR 

Offender Primary Submission

Response Received - Has Errors 

 Error(s): REJECTED - DATA ERROR MFC 'FBI' DATA '779794HBY' AT 14:24 04/29/2020 | No NCIC Number found in the response.

Main Offender Data

Caution/Violent

Sexual Violent Predator

Correct Submission Errors



- Step 10: To correct the error click “Enable All for Resubmission” at the bottom of the NSOR submission form. Then correct the error, and click “Resubmit All”.

Zip Code * 87413

Address is on tribal property

Enable All for Resubmission

Resubmit All Cancel

Confirm NCIC Number in TTSORS



TTSORS Test Tribe Help and Training My Profile Log Out

Home / Offenders / Doe, John / Criminal History Numbers

Criminal History Numbers

Search Clear Sort Criminal History # Results 10

	Criminal History #	Type	Country	Jurisdiction
Edit History	1111111	FBI (Federal Bureau of Investigation) Number		Delete
Edit History	X553257861	NCIC (National Crime Information Center) Number		Delete

1 - 2 | 2 filtered from 2 total Criminal History Numbers

Selected Offender: Doe, John

- Home
- Offenders
- Browse
- Export
- New
- Selected Offender
 - Doe, John
 - Main
 - Activity Logs
 - Addresses
 - Alternate Identifiers
 - Criminal History Numbers**
 - Custom Alerts
 - Documents
 - Information Sharing
 - Licenses/Identifications

- Confirm that the new entry has an NCIC number in TTSORS which can be used to confirm the successful submission into NSOR through OFM. The NCIC Number will only be present if the EXS submission to NSOR from TTSORS was successful.

Confirm NSOR Entry – Sex Offender Caveat



- Confirm the entry is in NSOR by performing a QWI search in NCIC that checks all NCIC Person Files and the Interstate Identification Index (III) Criminal History Record. This will help to determine whether:
 - The NSOR Record populated and is associated with the Tribal ORI
 - There is a Criminal History Record, which is an indication that fingerprints have been taken; UCN# (formerly referred to as FBI#) is located here also. The UCN# is provided after a successful submission of fingerprints/palm prints to NGI.
 - The sex offender caveat is set on the Criminal History Record as depicted below*



****NOTICE****

SUBJECT OF RECORD IS A REGISTERED SEXUAL OFFENDER

*If the sex offender caveat does not appear, this means that one of the five required fields were not entered correctly. They are: Name, Sex, Race, DOB, and UCN #

Confirm NSOR Entry – QWI Screenshot



QWI - NCIC Query QWI

Header Information

ORI

Control Field

Required Information

* Name (NAM)

* Purpose (PUR)

* Reason For Request

* Requestor Name

* Attention (ATN)

At Least One of the Following

Miscellaneous # (MNU)

Social Security # (SOC)

Sex (SEX)

Race (RAC)

Date of Birth (DOB)

Optional Information

Image Indicator (IND)

Related Search Hit (RSH)

Expanded Name Search (ENS)

Expanded Birth Date Search (EBS)



- Training and reference materials:
 - TTSORS to NSOR Interconnection Job Aid
- Contact IIR at registrysupport@nsopw.gov with any questions related to TTSORS
- Contact your Tribe's assigned Business Relationship Manager (BRM) by email with questions related to OpenFox Messenger:
 - Cc: tribalaccess@usdoj.gov
 - Please include your Tribe's name in the subject line of the email
- Technical questions and inquiries should be sent to the Idemia Help Desk
 - For urgent requests, please call 800-734-6241
 - Routine requests can be sent by email to CSCenter@idemia.com
 - Cc: tribalaccess@usdoj.gov
 - Please include your Tribe's Name in the subject line of the email