



1. Name – Individual enrolling for Rap Back Subscription
2. DOB – Date of Birth
3. SSN – Social Security Number
4. UCN/FBI# - Universal Control Number/FBI# of the individual (Replaces FBI#)
5. SID# - State Identification Number assigned by the State Identification Bureau
6. EVI – Event Identifier
7. NCN – NGI Control Number (Replaces ICN/ECN#)
8. RB Sub ID – Rap Back Subscription Identification Number
9. Subscribing CRI – Subscribing Agency Identification Number
10. Submitting ORI – Submitting Agency Identification Number
11. Originating Agency Case Number – (Criminal Subscriptions Only) – Used to indicated Case Number Associated with Subscription.
12. Requested Service – Type of service requested for the Rap Back Subscription
  - a. Enroll – Places a Rap Back Subscription on an individual
  - b. Replace – Update the existing data fields in the Rap Back Subscription. (Name, DOB, Rap Back Activity Notification Format, Rap Back Opt-Out In State Indicator, Rap Back Attention Indicator, Rap Back Expiration Date, Rap Back Trigger, Rap Back Recipient, Rap Back Disclosure Indicator, and Rap Back User Defined.
  - c. Renew – Used with a Tier 1 or Tier 2 Subscription to establish a new Rap Back Subscription term equal to the original term. (**must include** the FBI Number/UCN, Rap Back Subscription Identifier, and Expiration Date)
  - d. Cancel – Used to cancel the Rap Back Subscription (**must include** the FBI Number/UCN and the Rap Back Subscription Identifier)
  - e. Delete – Remove subscription data from the Rap Back Subscription
  - f. Append – Add additional information to the Rap Back Subscription
  - g. Un-Cancel –Re-Activate the Rap Back Subscription within 60 days of the Subscription being canceled. (**must include** FBI Number/UCN and Rap Back Subscription Identifier)
13. Subscription Type – Type of Rap Back Subscription
  - a. Civil
  - b. Criminal
14. Rap Back Category – Identifies the correct category of the subscription so that NGI will use the correct Purpose Code when generating criminal history information (only used for Category Based Subscriptions)
  - a. F – Firearms
  - b. I – Volunteer, Child Care/School Employee, Non-Criminal Justice Employee and Licensing
  - c. J – Criminal Justice Employee
  - d. S – Security Clearance Information Act (SCIA)
  - e. CI – Criminal Justice Investigative
  - f. CS – Criminal Justice Supervision
15. Rap Back Disclosure Indicator (Criminal Subscriptions Only) – Used to indicate whether the Rap Back Subscription should be visible on Rap Sheets generated to other criminal justice agencies.
16. Subscription Term – Term of the Rap Back Subscription during which time no additional fee will be charged
  - a. Tier 1 – 2 years
  - b. Tier 2 – 5 years
  - c. Tier 3 – Lifetime
17. Activity Notification Format – Notification response designated by Subscription owner
18. Expiration Date – Date Rap Back Subscription expires and needs to be re-validated within NGI
19. Opt out of In-State Notifications – Notification not necessary if notifying event originated within the subscribing state
20. Rap Back Trigger – Specify which events to receive a Rap Back notification
  - a. Criminal Retain Submission (Default) – Retained Criminal Ten Print Submission
  - b. Dispositions – A reported disposition transaction
  - c. Civil Retain Submission (Limited) – A Retained civil transaction is placed on the Identity History Summary
  - d. Expunge/Partial Expungement – Complete or partial expungement of arrest information
  - e. Want Addition – An entry is added to the NCIC Wanted Person File or Immigration Violator File
  - f. Want Deletion – An entry is deleted from the NCIC Wanted Person File or Immigration Violator File
  - g. Want Modification – A modification is made to an Identity History Summary
  - h. Sex Offender Registry Addition – A record is entered into the Sex Offender Registry
  - i. Sex Offender Registry Deletion – A record is deleted from the Sex Offender Registry
  - j. Sex Offender Registry Modification – A record is modified in the Sex Offender Registry
  - k. Death Notice – NGI has received a death notice associated with a subscribed Identity.
  - l. Consolidation (Default) – Response generated when two UCNs are consolidated into one Identity History.
21. Attention Field (max 50 Characters) – Contains Subscriber-designated individual or Section to whose attention any inquiry or notification should be directed and a 24/7 contact number.
22. Recipient Field (max 19 characters) – Contains ORI number of Recipient Agency
23. User Defined Field – Free text fields to include Field Name (50 characters) and Field Text (100 Characters) for use by agencies.