


MEMORANDUM TO: Melody Braswell  
Department Clearance Officer  
United States Department of Justice

FROM: Joey L. Hixenbaugh   
Section Chief  
Biometric Services Section  
Federal Bureau of Investigation

SUBJECT: Revision of an existing approved collection (OMB 1110-0069)

Attached is the information collection request (ICR), Flash/Cancellation/Transfer Notice (I-12) for approval and submission to the Office of Management and Budget (OMB). The requirements of this collection are proscribed by Title 28, U.S. Code, section 534. These forms are the means by which federal, state, and local law enforcement indicate on an individual's identity history that the individual is being supervised to ensure the supervisory agency is notified of any additional criminal activity, or to indicate the individual was transferred to another agency. The following documents are contained in this ICR package:

1. Supporting Statement for Paperwork Reduction Act Submission with burden statement
2. Law or authority mandating the information collection
3. Certification Statement
4. OMB form 83-I Paperwork Reduction Act Submission
5. Form used to collect the information
6. 60-day ICR notice that will be published in the Federal Register
7. 30-day ICR notice that will be published in the Federal Register

If there are any questions concerning this ICR, please contact Marissa N. Pasquale, Federal Bureau of Investigation, Criminal Justice Information Services Division, Biometric Services Section, Module E-1, 1000 Custer Hollow Road, Clarksburg, West Virginia 26306; or by telephone (304) 625-4320, or email <Gerry.brovey@fbi.gov>.

Thank you

“(3) As soon as the proceeds from an undercover investigative operation with respect to which an action is authorized and carried out under subparagraphs (C) and (D) of paragraph (1), or under paragraph (2) are no longer necessary for the conduct of such operation, such proceeds or the balance of such proceeds remaining at the time shall be deposited in the Treasury of the United States as miscellaneous receipts.

“(4) If a corporation or business entity established or acquired as part of an undercover operation under subparagraph (B) of paragraph (1) with a net value of over \$50,000 is to be liquidated, sold, or otherwise disposed of, the Federal Bureau of Investigation or the Drug Enforcement Administration, as much in advance as the Director or the Administrator, or the designee of the Director or the Administrator, determines is practicable, shall report the circumstances to the Attorney General and the Comptroller General. The proceeds of the liquidation, sale, or other disposition, after obligations are met, shall be deposited in the Treasury of the United States as miscellaneous receipts.

“(5)(A) The Federal Bureau of Investigation or the Drug Enforcement Administration, as the case may be, shall conduct a detailed financial audit of each undercover investigative operation which is closed in fiscal year 1996—

“(i) submit the results of such audit in writing to the Attorney General, and

“(ii) not later than 180 days after such undercover operation is closed, submit a report to the Congress concerning such audit.

“(B) The Federal Bureau of Investigation and the Drug Enforcement Administration shall each also submit a report annually to the Congress specifying as to their respective undercover investigative operations—

“(i) the number, by programs, of undercover investigative operations pending as of the end of the one-year period for which such report is submitted,

“(ii) the number, by programs, of undercover investigative operations commenced in the one-year period preceding the period for which such report is submitted, and

“(iii) the number, by programs, of undercover investigative operations closed in the one-year period preceding the period for which such report is submitted and, with respect to each such closed undercover operation, the results obtained. With respect to each such closed undercover operation which involves any of the sensitive circumstances specified in the Attorney General’s Guidelines on Federal Bureau of Investigation Undercover Operations, such report shall contain a detailed description of the operation and related matters, including information pertaining to—

“(I) the results,

“(II) any civil claims, and

“(III) identification of such sensitive circumstances involved, that arose at any time during the course of such undercover operation.

“(6) For purposes of paragraph (5)—

“(A) the term ‘closed’ refers to the earliest point in time at which—

“(i) all criminal proceedings (other than appeals) are concluded, or

“(ii) covert activities are concluded, whichever occurs later,

“(B) the term ‘employees’ means employees, as defined in section 2105 of title 5 of the United States Code, of the Federal Bureau of Investigation, and

“(C) the terms ‘undercover investigative operations’ and ‘undercover operation’ mean any undercover investigative operation of the Federal Bureau of Investigation or the Drug Enforcement Administration (other than a foreign counterintelligence undercover investigative operation)—

“(i) in which—

“(I) the gross receipts (excluding interest earned) exceed \$50,000, or

“(II) expenditures (other than expenditures for salaries of employees) exceed \$150,000, and

“(ii) which is exempt from section 3302 or 9102 of title 31 of the United States Code, except that clauses (i) and (ii) shall not apply with respect to the report required under subparagraph (B) of such paragraph.”

Similar provisions were contained in the following prior appropriation acts:

Pub. L. 102-140, title I, §102(b)(4), (5), Oct. 28, 1991, 105 Stat. 793.

Pub. L. 101-515, title II, §202(b)(4), (5), Nov. 5, 1990, 104 Stat. 2118.

Pub. L. 101-162, title II, §204(b)(4), (5), Nov. 21, 1989, 103 Stat. 1004.

Pub. L. 100-459, title II, §204(b)(4), (5), Oct. 1, 1988, 102 Stat. 2200, 2201, as amended by Pub. L. 101-650, title III, §325(c)(2), Dec. 1, 1990, 104 Stat. 5121.

Pub. L. 100-202, §101(a) [title II, §204(b)(4), (5)], Dec. 22, 1987, 101 Stat. 1329, 1329-16.

Pub. L. 99-500, §101(b) [title II, §204(b)(4), (5)], Oct. 18, 1986, 100 Stat. 1783-39, 1783-52, 1783-53, and Pub. L. 99-591, §101(b) [title II, §204(b)(4), (5)], Oct. 30, 1986, 100 Stat. 3341-39, 3341-52, 3341-53.

Pub. L. 99-180, title II, §204(b)(4), (5), Dec. 13, 1985, 99 Stat. 1148.

Pub. L. 98-411, title II, §203(b)(4), (5), Aug. 30, 1984, 98 Stat. 1560.

Pub. L. 98-166, title II, §205(b)(4), (5), Nov. 28, 1983, 97 Stat. 1087.

Pub. L. 96-132, §7(d), Nov. 30, 1979, 93 Stat. 1046, provided that:

“(1) The Federal Bureau of Investigation shall conduct detailed financial audits of undercover operations closed on or after October 1, 1979, and—

“(A) report the results of each audit in writing to the Department of Justice, and

“(B) report annually to the Congress concerning these audits.

“(2) For the purposes of paragraph (1), ‘undercover operation’ means any undercover operation of the Federal Bureau of Investigation, other than a foreign counterintelligence undercover operation—

“(A) in which the gross receipts exceed \$50,000, and

“(B) which is exempted from section 3617 of the Revised Statutes (31 U.S.C. 484) [31 U.S.C. 3302(b)] or section 304(a) of the Government Corporation Control Act (31 U.S.C. 869(a)) [31 U.S.C. 9102].”

**§ 534. Acquisition, preservation, and exchange of identification records and information; appointment of officials**

(a) The Attorney General shall—

(1) acquire, collect, classify, and preserve identification, criminal identification, crime, and other records;

(2) acquire, collect, classify, and preserve any information which would assist in the identification of any deceased individual who has not been identified after the discovery of such deceased individual;

(3) acquire, collect, classify, and preserve any information which would assist in the location of any missing person (including an unemancipated person as defined by the laws of the place of residence of such person) and provide confirmation as to any entry for such a person to the parent, legal guardian, or next of kin of that person (and the Attorney General may acquire, collect, classify, and preserve such information from such parent, guardian, or next of kin); and

(4) exchange such records and information with, and for the official use of, authorized officials of the Federal Government, including the United States Sentencing Commission, the States, including State sentencing commis-

“(b) DEFINITIONS.—For purposes of this section, the term ‘Uniform Crime Reports’ means the reports authorized under section 534 of title 28, United States Code, and administered by the Federal Bureau of Investigation which compiles nationwide criminal statistics for use in law enforcement administration, operation, and management and to assess the nature and type of crime in the United States.

“(c) ESTABLISHMENT OF SYSTEM.—

“(1) IN GENERAL.—The Attorney General shall acquire, collect, classify, and preserve national data on Federal criminal offenses as part of the Uniform Crime Reports.

“(2) REPORTING BY FEDERAL AGENCIES.—All departments and agencies within the Federal government (including the Department of Defense) which routinely investigate complaints of criminal activity, shall report details about crime within their respective jurisdiction to the Attorney General in a uniform manner and on a form prescribed by the Attorney General. The reporting required by this subsection shall be limited to the reporting of those crimes comprising the Uniform Crime Reports.

“(3) DISTRIBUTION OF DATA.—The Attorney General shall distribute data received pursuant to paragraph (2), in the form of annual Uniform Crime Reports for the United States, to the President, Members of the Congress, State governments, and officials of localities and penal and other institutions participating in the Uniform Crime Reports program.

“(d) ROLE OF FEDERAL BUREAU OF INVESTIGATION.—The Attorney General may designate the Federal Bureau of Investigation as the lead agency for purposes of performing the functions authorized by this section and may appoint or establish such advisory and oversight boards as may be necessary to assist the Bureau in ensuring uniformity, quality, and maximum use of the data collected.

“(e) INCLUSION OF OFFENSES INVOLVING ILLEGAL DRUGS.—The Director of the Federal Bureau of Investigation is authorized to classify offenses involving illegal drugs and drug trafficking as a part I crime in the Uniform Crime Reports.

“(f) AUTHORIZATION OF APPROPRIATIONS.—There are authorized to be appropriated \$350,000 for fiscal year 1989 and such sums as may be necessary to carry out the provisions of this section after fiscal year 1989.

“(g) EFFECTIVE DATE.—The provisions of this section shall be effective on January 1, 1989.”

#### FAMILY AND DOMESTIC VIOLENCE; DATA COLLECTION AND REPORTING

Section 7609 of Pub. L. 100-690 provided that:

“(a) FAMILY VIOLENCE REPORTING.—Under the authority of section 534 of title 28, United States Code, the Attorney General shall require, and include in uniform crime reports, data that indicate—

“(1) the age of the victim; and

“(2) the relationship of the victim to the offender, for crimes of murder, aggravated assault, simple assault, rape, sexual offenses, and offenses against children.

“(b) NATIONAL CRIME SURVEY.—The Director of the Bureau of Justice Statistics, through the annual National Crime Survey, shall collect and publish data that more accurately measures the extent of domestic violence in America, especially the physical and sexual abuse of children and the elderly.

“(c) AUTHORIZATION OF APPROPRIATIONS.—There are authorized to be appropriated in fiscal years 1989, 1990, 1991, and 1992, such sums as are necessary to carry out the purposes of this section.”

#### PARIMUTUEL LICENSING SIMPLIFICATION

Pub. L. 100-413, Aug. 22, 1988, 102 Stat. 1101, provided that:

“SECTION 1. SHORT TITLE.

“This Act may be cited as the ‘Parimutuel Licensing Simplification Act of 1988’.

“SEC. 2. SUBMISSION BY ASSOCIATION OF STATE REGULATORY OFFICIALS.

“(a) IN GENERAL.—An association of State officials regulating parimutuel wagering, designated for the purpose of this section by the Attorney General, may submit fingerprints to the Attorney General on behalf of any applicant for State license to participate in parimutuel wagering. In response to such a submission, the Attorney General may, to the extent provided by law, exchange, for licensing and employment purposes, identification and criminal history records with the State governmental bodies to which such applicant has applied.

“(b) DEFINITION.—As used in this section, the term ‘State’ means a State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, or any territory or possession of the United States.

“SEC. 3. EFFECTIVE DATE.

“This Act shall take effect on July 1, 1989.”

#### FUNDS FOR EXCHANGE OF IDENTIFICATION RECORDS

Pub. L. 92-544, title II, §201, Oct. 25, 1972, 86 Stat. 1115, provided that: “The funds provided for Salaries and Expenses, Federal Bureau of Investigation, may be used hereafter, in addition to those uses authorized thereunder, for the exchange of identification records with officials or federally chartered or insured banking institutions to promote or maintain the security of those institutions, and, if authorized by State statute and approved by the Attorney General, to officials of State and local governments for purposes of employment and licensing, any such exchange to be made only for the official use of any such official and subject to the same restriction with respect to dissemination as that provided for under the aforementioned appropriation.”

#### § 535. Investigation of crimes involving Government officers and employees; limitations

(a) The Attorney General and the Federal Bureau of Investigation may investigate any violation of Federal criminal law involving Government officers and employees—

(1) notwithstanding any other provision of law; and

(2) without limiting the authority to investigate any matter which is conferred on them or on a department or agency of the Government.

(b) Any information, allegation, matter, or complaint witnessed, discovered, or received in a department or agency of the executive branch of the Government relating to violations of Federal criminal law involving Government officers and employees shall be expeditiously reported to the Attorney General by the head of the department or agency, or the witness, discoverer, or recipient, as appropriate, unless—

(1) the responsibility to perform an investigation with respect thereto is specifically assigned otherwise by another provision of law; or

(2) as to any department or agency of the Government, the Attorney General directs otherwise with respect to a specified class of information, allegation, or complaint.

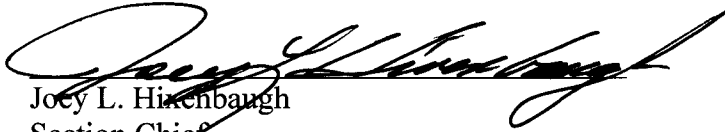
(c) This section does not limit—

(1) the authority of the military departments to investigate persons or offenses over which the armed forces have jurisdiction under the Uniform Code of Military Justice (chapter 47 of title 10); or

(2) the primary authority of the Postmaster General to investigate postal offenses.

## Paperwork Certification

In submitting this request for OMB approval, I certify the Flash/Cancellation/Transfer Notice (I-12) submitted for approval is necessary for the proper performance of our agency and the proposed data collection represents no burden on respondents consistent with the need for information. The requirements of the Privacy Act and OMB Directives have been complied with including the paperwork reduction regulations, statistical standards or directives, and any other information policy directives, and other informational policy directives promulgated under the Paperwork Reduction Act of 1995.



Joey L. Hinchbaugh  
Section Chief  
Biometric Services Section  
Criminal Justice Information Services Division

06/09/2022  
Date

Supporting Statement for Paperwork Reduction Act Submissions  
Revision of a currently approved collection  
Flash/Cancellation/Transfer Notice (I-12)

**OMB Control # 1110-0069**

The most recent version of this form is dated April 1, 2019. There were changes made to the Flash/Cancellation/Transfer Notice I-12 form.

Part A. Justification

**1. Necessity of Information:**

Title 28, United States Code, section 534, allows the FBI to acquire, collect, classify, and preserve identification, criminal identification, crime, and other records. The FBI permits such exchange of records and information with, and for the official use of, authorized officials of the Federal Government, including the United States Sentencing Commission; the States and cities; and penal and other institutions. It is essential the Flash/Cancellation/Transfer Notice (I-12) be utilized in order for the FBI, Criminal Justice Information Services (CJIS) Division, to assure identity history information is collected, stored, and disseminated in a manner to ensure accuracy, completeness, currency, integrity, and security of such information in an effort to protect individual privacy and provide maximum service to all law enforcement and governmental agencies. All of which is imposed on the FBI, CJIS Division, by Title 28, Code of Federal Regulations (CFR), Part 20.1.

The FBI CJIS Division provides a centralized repository of all fingerprint cards and all arrest records. Through this centralization of records, it is possible to have available a positive source of information relative to past activities of an individual in custody or an individual applying for employment, emergency cases, identification of deceased individuals, identification of missing persons or provide confirmation as to any entry for such a person to the parent, legal guardian, or next of kin, to identify fugitives, etc.

The I-12 provides a consistent format for agencies to submit the necessary information to indicate on an individual's Identity History Summary that the individual is being supervised (e.g., probation, parole). Then, if subsequent criminal activity occurs, the supervisory agency can be notified. The I-12 is also utilized for agencies to notify the FBI when an individual is transferred from one agency to another (for example, the individual is transferring from one correctional facility to another). Since case law stipulates the CJIS Division has a responsibility to maintain accurate records, it is essential for this form to be utilized to better assist with locating individuals/notifying the proper authorities when criminal activity/transfers occur.

## **2. Needs and Uses:**

The CJIS Division serves the nation as a repository for fingerprints and identity history information. The Privacy Act of 1974 requires each agency that maintains a system of records to maintain the records with such accuracy, relevance, timeliness, and completeness as is reasonably necessary to assure fairness to the individual. Case law stipulates that the CJIS Division has a duty to take reasonable measures to maintain accurate records. The I-12 provides a consistent format for agencies to submit the necessary information to indicate on an individual's identity history that the individual is being supervised to ensure the supervisory agency is notified of any additional criminal activity. The I-12 is also utilized for agencies to notify the FBI when an individual is transferred from one agency to another.

## **3. Use of Technology:**

The forms are received via mail, fax or email. Currently, there are no plans to automate the I-12 form; however, there is an electronic capability built into the NGI system that allows courts to send flash/cancellation information to the FBI CJIS directly. There will continue to be some instances when courts will not be able to submit electronically and will need a hard-copy format for sending flash/cancellation information to the FBI CJIS Division.

## **4. Efforts to Identify Duplication:**

The FBI is the only federal repository for the data from this information collection.

## **5. Methods to Minimize Burden on Small Businesses:**

This information will have no significant impact on small entities. Small businesses will not be affected by this collection.

## **6. Consequences of Less Frequent Collection:**

If the collection is not conducted or conducted less frequently, the identity history summary information provided for use by all contributing agencies would be incomplete and inaccurate. The law enforcement community has an ever-increasing need for timely and accurate data. Obtaining the I-12 is pertinent to ensure supervisory agencies are notified if their individual conducts further criminal activity.

## **7. Special Circumstances Influencing Collection:**

The I-12 submissions are collected and processed from participating agencies, as necessary. All stored identity history summary information is inclusive of only that information which has been provided.

**8. Public Comments and Consultations:**

The FBI sponsors and participates in training seminars, industry meetings, and conferences with the user community. These meetings are held regularly and provide an open forum to discuss matters of mutual concern, including reporting procedures. The FBI consults with users on an individual basis as needed. Additionally, the 30 and 60-day Notices of Information Collection have been published and no comments have been received.

**9. Payment of Gift to Claimants:**

The FBI does not provide any payment or gift to respondents.

**10. Assurance of Confidentiality:**

Information requested in this collection may be considered confidential business information. Its release is governed by law, regulations, and agency procedures.

**11. Justification for Sensitive Questions:**

This collection does not include questions of a sensitive nature.

**12. Estimate of Hour Burden:**

Number of respondents	1,057
Frequency of response	as needed
Total annual responses	174,337
Minutes per response	8 minutes
Annual hour burden	23,245 hours

The total annual response is calculated by including both electronic and paper receipts. According to the incoming tracking, the CJIS Division received 6,057 I-12 forms from January through December 2021. There were 168,280 electronic responses from January and December 2021. The annual hour burden was determined by dividing the total recent annual responses (174,337) by 7.5 (as 7.5 forms could be completed within 1 hour at 8 minutes per form). This total should equal 23,245 hours.

**13. Estimate of Cost Burden:**

Respondents will not incur any costs other than their time to respond. Respondents will not incur any capital, start up, or system maintenance costs associated with this information collection.

**14. Estimated Annualized Costs to Federal Government:**

Personnel Salaries:	\$ 963,992.32
Analysis of incoming information:	\$ 0
Conversion to electronic format:	\$ 0
Total Cost:	\$ 963,992.32

The CJIS Division has cross-trained personnel who process this form, but on average, there are twelve full-time employees at the GS-8 level and one employee at the GS-9 level. With benefits on GS-8 step 5 Salary (\$56,154) and GS-9 step 5 (\$62,024) with 31% accounted for benefits equals \$73,561.74 per GS-8 employee and \$81,251.44 per GS-9 employee. The estimated annual cost to the government for personnel salaries and for the process/analyze of the forms is \$963,992.32. There is no cost for conversion to electronic format because currently, transferring the information to electronic format requires data entry which is included in the cost of the analysis of incoming information.

**15. Reasons for Change in Burden:**

The number of receipts decreased by 19,950 flashes. This number fluctuates based on the number of subjects put on supervision/probation.

**16. Plans for Publication:**

There are no plans to publish the information collected.

**17. Expiration Date Approval:**

Due to the administrative burdens related to replacing expired forms when no information on those forms has been changed, the FBI is requesting approval to not display the expiration date for OMB approval of the information collected.

**18. Exceptions to the Certification Statement:**

There are no exceptions to the certification statement.

**Part B. Statistical Methods**

The FBI does not employ statistical methods in this information collection.



# PAPERWORK REDUCTION ACT SUBMISSION

Please read the instructions before completing this form. For additional forms or assistance in completing this form, contact your agency's Paperwork Clearance Officer. Send two copies of this form, the collection instrument to be reviewed, the Supporting Statement, and any additional documentation to: **Office of Information and Regulatory Affairs, Office of Management and Budget, Docket Library, Room 10102, 725 17th Street NW, Washington, DC 20503.**

1. Agency/Subagency originating request  <b>FBI/CJIS</b>	2. OMB control number <span style="float: right;">b. <input type="checkbox"/> None</span> a. <u>1110</u> - <u>0069</u>
3. Type of information collection ( <i>check one</i> ) a. <input type="checkbox"/> New collection b. <input checked="" type="checkbox"/> Revision of a currently approved collection c. <input type="checkbox"/> Extension, without change, of a currently approved collection d. <input type="checkbox"/> Reinstatement, without change, of a previously approved collection for which approval has expired e. <input type="checkbox"/> Reinstatement, with change, of a previously approved collection for which approval has expired f. <input type="checkbox"/> Existing collection in use without an OMB control number	4. Type of review requested ( <i>check one</i> ) a. <input checked="" type="checkbox"/> Regular b. <input type="checkbox"/> Emergency - Approval requested by: ___/___/___ c. <input type="checkbox"/> Delegated  5. Small entities Will this information collection have a significant economic impact on a substantial number of small entities? <input type="checkbox"/> Yes <input type="checkbox"/> No
3a. Public Comments Has the agency received public comments on this information collection?  Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	6. Requested expiration date a. <input checked="" type="checkbox"/> Three years from approval date b. <input type="checkbox"/> Other Specify: ___/___/___
7. Title  <h3 style="text-align: center;">Flash/Cancellation/Transfer Notice</h3>	
8. Agency form number(s) ( <i>if applicable</i> )  I-12	
9. Keywords  Mandatory Release, Supervised Release, Probation, Parole, Special Parole Term (SPT), Pre-Trial Diversion (PTD), Transfer	
10. Abstract  DOJ's CJIS is requesting a revision of a currently approved collection which is utilized by authorized agencies to indicate on an individual's identity history that the individual is being supervised to ensure the supervisory agency is notified of any criminal activity. The form is also utilized by authorized agencies to submit information to advise the FBI that an individual is being transferred to a new locale.	
11. Affected public ( <i>Mark primary with "P" and all others that apply with "X"</i> ) a. <input type="checkbox"/> Individuals or households b. <input type="checkbox"/> Business or other for-profit c. <input type="checkbox"/> Not-for-profit institutions d. <input type="checkbox"/> Fams e. <input checked="" type="checkbox"/> Federal Government f. <input type="checkbox"/> State, Local or Tribal Government	12. Obligation to respond ( <i>Mark primary with "P" and all others that apply with "X"</i> ) a. <input type="checkbox"/> Voluntary b. <input type="checkbox"/> Required to obtain or retain benefits c. <input checked="" type="checkbox"/> Mandatory
13. Annual reporting and recordkeeping hour burden a. Number of respondents <u>1,057</u> b. Total annual responses <u>174,337</u> 1. Percentage of these responses collected electronically <u>N/A</u> c. Total annual hours requested <u>23,245</u> d. Current OMB inventory <u>N/A</u> e. Difference <u>N/A</u> f. Explanation of difference 1. Program change <u>N/A</u> 2. Adjustment <u>N/A</u>	14. Annual reporting and recordkeeping cost burden ( <i>in thousands of dollars</i> ) a. Total annualized capital/startup costs <u>N/A</u> b. Total annual costs (O&M) <u>963,992.32</u> c. Total annualized cost requested <u>N/A</u> d. Current OMB inventory <u>N/A</u> e. Difference <u>-N/A</u> f. Explanation of difference 1. Program change <u>N/A</u> 2. Adjustment <u>N/A</u>
15. Purpose of information collection ( <i>Mark primary with "P" and all others that apply with "X"</i> ) a. <input type="checkbox"/> Application for benefits b. <input type="checkbox"/> Program evaluation c. <input type="checkbox"/> General purpose statistics d. <input type="checkbox"/> Audit e. <input type="checkbox"/> Program planning or management f. <input type="checkbox"/> Research g. <input checked="" type="checkbox"/> Regulatory or compliance	16. Frequency of recordkeeping or reporting ( <i>check all that apply</i> ) a. <input checked="" type="checkbox"/> Recordkeeping b. <input checked="" type="checkbox"/> Third party disclosure c. <input checked="" type="checkbox"/> Reporting 1. <input checked="" type="checkbox"/> On occasion    2. <input type="checkbox"/> Weekly            3. <input type="checkbox"/> Monthly 4. <input type="checkbox"/> Quarterly        5. <input type="checkbox"/> Semi-annually    6. <input type="checkbox"/> Annually 7. <input type="checkbox"/> Biennially        8. <input type="checkbox"/> Other (describe) _____
17. Statistical methods Does this information collection employ statistical methods?  Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	18. Agency contact ( <i>person who can best answer questions regarding the content of this submission</i> )  Name: <u>Gerry Lynn Brovey, Supervisory Information Liaison Specialist</u>  Phone: <u>(304) 625-4320</u>

## 19. Certification for Paperwork Reduction Act Submissions

On behalf of this Federal agency, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9.

**Note:** The text of 5 CFR 1320.9, and the related provisions of 5 CFR 1320.8(b)(3), appear at the end of the instructions. *The certification is to be made with reference to those regulatory provisions as set forth in the instructions.*

The following is a summary of the topics, regarding the proposed collection of information, that the certification covers:

- (a) It is necessary for the proper performance of agency functions;
- (b) It avoids unnecessary duplication;
- (c) It reduces burden on small entities;
- (d) It uses plain, coherent, and unambiguous terminology that is understandable to respondents;
- (e) Its implementation will be consistent and compatible with current reporting and recordkeeping practices;
- (f) It indicates the retention period for recordkeeping requirements;
- (g) It informs respondents of the information called for under 5 CFR 1320.8(b)(3):
  - (i) Why the information is being collected;
  - (ii) Use of information;
  - (iii) Burden estimate;
  - (iv) Nature of response (voluntary, required for a benefit, or mandatory);
  - (v) Nature and extent of confidentiality; and
  - (vi) Need to display currently valid OMB control number;
- (h) It was developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to be collected (see note in Item 19 of the instructions);
- (i) It uses effective and efficient statistical survey methodology; and
- (j) It makes appropriate use of information technology.

If you are unable to certify compliance with any of these provisions, identify the item below and explain the reason in Item 18 of the Supporting Statement.

Signature of Senior Official or designee



Date

06/09/2022

**DEPARTMENT OF JUSTICE**

**Federal Bureau of Investigation, Criminal Justice Information Services Division**

**OMB Number 1110-0069**

**Agency Information Collection Activities; Proposed eCollection eComments Requested; Revision of a currently approved collection**

**AGENCY:** Department of Justice, Federal Bureau of Investigation, Criminal Justice Information Services Division

**ACTION:** 30 Day Notice.

**SUMMARY:** The Department of Justice, Federal Bureau of Investigation, Criminal Justice Information Services Division, is submitting the following information collection request to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995.

**DATES:** The Department of Justice encourages public comment and will accept input until [INSERT DATE 30 DAYS AFTER PUBLICATION IN THE FEDERAL REGISTER]

**FOR FURTHER INFORMATION CONTACT:** If you have additional comments especially on the estimated public burden or associated response time, suggestions, or need a copy of the proposed information collection instrument with instructions or additional information, please contact Gerry Lynn Brovey, Supervisory Information Liaison Specialist, FBI, CJIS, Resources Management Section, Administrative Unit, Module C-2, 1000 Custer Hollow Road, Clarksburg, West Virginia, 26306; phone: 304-625-4320 or email [glbrovey@fbi.gov](mailto:glbrovey@fbi.gov). Written comments and/or recommendations for the proposed information collection should be sent within 30 days of publication of this notice to

[www.reginfo.gov/public/do/PRAMain](http://www.reginfo.gov/public/do/PRAMain). Find this particular information collection by selecting "Currently under 30-day Review - Open for Public Comments" or by using the search function.

**SUPPLEMENTARY INFORMATION:** Written comments and suggestions from the public and affected agencies concerning the proposed collection of information are encouraged. Your comments should address one or more of the following four points:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the [Component or Office name], including whether the information will have practical utility;
- Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- Evaluate whether and if so how the quality, utility, and clarity of the information to be collected can be enhanced; and
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

**OVERVIEW OF THIS INFORMATION COLLECTION:**

1. Type of Information Collection: Revision of a currently approved collection.
2. The Title of the Form/Collection: Flash/Cancellation/Transfer Notice

3. The agency form number, if any, and the applicable component of the Department sponsoring the collection: Agency form number I-12. The applicable component within the Department of Justice is the Federal Bureau of Investigation, Criminal Justice Information Services Division.
4. Affected public who will be asked or required to respond, as well as a brief abstract: Primary: City, county, state, federal and tribal law enforcement agencies. This collection is needed to indicate on an individual's identity history that the individual is being supervised to ensure the supervisory agency is notified of any additional criminal activity. Acceptable data is stored as part of the Next Generation Identification (NGI) system of the FBI.
5. An estimate of the total number of respondents and the amount of time estimated for an average respondent to respond: It is estimated that 1,057 respondents will complete each form withing approximately 8 minutes. The total number of respondents is reoccurring with an annual response of 174,337.
6. An estimate of the total public burden (in hours) associated with the collection: There are an estimated 23,245 total annual burden hours associated with this collection.

If additional information is required contact: Melody Braswell, Department Clearance Officer, United States Department of Justice, Justice Management Division, Policy and Planning Staff, Two Constitution Square, 145 N Street NE, 3E.405A, Washington, DC 20530.

Dated: [To be completed by Department Clearance Officer]

Melody Braswell,

Department Clearance Officer for PRA,

U.S. Department of Justice.

Billing Code: [To be completed by the Department Clearance Officer]

**DEPARTMENT OF JUSTICE**

**Federal Bureau of Investigation**

**OMB Number 1110-0069**

**Agency Information Collection Activities; Proposed eCollection eComments Requested; Revision of a currently approved collection**

**AGENCY:** Department of Justice, Federal Bureau of Investigation, Criminal Justice Information Services Division.

**ACTION:** 60 Day Notice.

**SUMMARY:** The Department of Justice, Federal Bureau of Investigation, Criminal Justice Information Services Division, is submitting the following information collection request to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995.

**DATES:** The Department of Justice encourages public comment and will accept input until [INSERT DATE 60 DAYS AFTER PUBLICATION IN THE FEDERAL REGISTER]

**FOR FURTHER INFORMATION CONTACT:** If you have additional comments especially on the estimated public burden or associated response time, suggestions, or need a copy of the proposed information collection instrument with instructions or additional information, please contact Gerry Lynn Brovey, Supervisory Information Liaison Specialist, FBI, CJIS, Resources Management Section, Administrative Unit, Module C-2, 1000 Custer Hollow Road, Clarksburg, West Virginia, 26306; phone: 304-325-4320 or email [glbrovey@fbi.gov](mailto:glbrovey@fbi.gov). Written comments and/or recommendations for the proposed information collection should be sent within 30 days of publication of this notice to [www.reginfo.gov/public/do/PRAMain](http://www.reginfo.gov/public/do/PRAMain). Find this particular information collection by selecting "Currently under 30-day Review – Open for Public Comments" or by using the search function.

**SUPPLEMENTARY INFORMATION:** Written comments and suggestions from the public and affected agencies concerning the proposed collection of information are encouraged. Your comments should address one or more of the following four points:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the Federal Bureau of Investigation, Criminal Justice Information Services Division, including whether the information will have practical utility;
- Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- Evaluate whether and if so how the quality, utility, and clarity of the information to be collected can be enhanced; and
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

**OVERVIEW OF THIS INFORMATION COLLECTION:**

1. Type of Information Collection: Revision of a currently approved collection
2. The Title of the Form/Collection: Flash/Cancellation/Transfer Notice
3. The agency form number, if any, and the applicable component of the Department sponsoring the collection: Agency form number I-12. The applicable component within the Department of Justice is the Federal Bureau of Investigation, Criminal Justice Information Services Division.
4. Affected public who will be asked or required to respond, as well as a brief abstract: Primary: City, county, state, federal and tribal law enforcement agencies. This collection is needed to indicate on an individual's criminal history that the individual is being



supervised to ensure the supervisory agency is notified of any additional criminal history activity. Acceptable data is stored as part of the Next Generation Identification (NGI) system of the FBI.

5. An estimate of the total number of respondents and the amount of time estimated for an average respondent to respond: It is estimated 1,057 respondents will complete each form within approximately 8 minutes. The total number of respondents is reoccurring with an annual response of 174, 337.
6. An estimate of the total public burden (in hours) associated with the collection: There are an estimated 23,245 total annual burden hours associated with this collection.

If additional information is required contact: Melody Braswell, Department Clearance Officer, United States Department of Justice, Justice Management Division, Policy and Planning Staff, Two Constitution Square, 145 N Street NE, 3E.405A, Washington, DC 20530.

Dated: [To be completed by Department Clearance Officer]

Melody Braswell,

Department Clearance Officer for PRA,

U.S. Department of Justice.

Billing Code: [To be completed by the Department Clearance Officer]

Form may be submitted by one of the following:

Mail: FBI/CJIS Division  
Clarksburg, WV 26306

Fax: (304) 625-9746

Email: CKFLASHES@FBI.GOV  
Preferred Method

	(date)	(date)	(date)	(date)
<input type="checkbox"/> FLASH*	Mandatory Release _____	Expires _____	SPT _____	Expires _____
	Supervised Release _____	Expires _____	PTD _____	Expires _____
	Probation _____	Expires _____	PTS _____	Expires _____
	Parole _____	Expires _____		
<b>When requesting flash notice, give the following information:</b>				
Date and Place of Sentence:*		Disposition:*		
Charge:*				
Contributor of Fingerprints:				
<input type="checkbox"/> CANCEL (Reason)				
<input type="checkbox"/> SUPERVISION TRANSFER NOTICE: FROM: TO:				
Name*		Residence*		
Aliases	Numbers	Occupation		
	Arrest			
	Military	Race	Sex	Height
FBI UCN**	Alien	Weight	Eyes	Hair
Date of Birth*	Social Security			
Place of Birth	Scars, marks, and tattoos			
Agency Case or File Number	<input type="checkbox"/> Please Furnish Identification Record			
Agency *ORI#, and Address of Parties to be notified of Apprehension:		Agency, *ORI#, and Address of Contributor		

\*Indicates fields that must be completed or form will be returned without being processed. See reverse side for instructions.

\*\*If known

**This form is used to update records in the Next Generation Identification System when a subject is placed on parole, supervisory release, pretrial diversion, probation, or bail/bond supervision. The information on this form is collected voluntarily, but is necessary to assure record accuracy and completeness. The information collected on this form is considered and referred to as "flash" information.**

**CANCELLATION information should be furnished when you no longer wish to receive notifications concerning subjects with previously established flash notices.**

**TRANSFER information should be furnished when supervision of a subject is transferred from one agency to another.**

**When requesting a flash notice, the corresponding offense(s) must be retained in the NGI System with a Universal Control Number (UCN). If the UCN is known but the offense is not on file in the NGI System, fingerprints to establish the event must be submitted, either electronically or accompanying the I-12 form.**

**If you are uncertain if a record already exists for your subject, a search of the Interstate Identification Index (III) should be performed.**

**If a candidate is found, determine if record is a match to your subject and include the UCN on form.**

**If no candidates are found, please obtain fingerprints and submit to the NGI System or include with the I-12 form.**

**Please direct questions concerning use of Originating Agency Identifiers (ORIs) to your state National Crime Information Center (NCIC) Control Terminal Officer or Federal Service Coordinator.**

#### **Paperwork Reduction Act Notice**

**According to the Paperwork Reduction Act of 1995, no persons are required to provide the information requested unless a valid OMB control number is displayed. The valid OMB control number for this information collected is 1100-0069. The time required to complete this information collected is estimated to be 8 minutes, including time reviewing instructions, gathering, completing, reviewing and submitting the information collection. If you have any comments concerning the accuracy of this time estimate or suggestions for reducing this burden, please send to: Department Clearance Officer, United States Department of Justice, Justice Management Division, Policy and Planning Staff, Washington, DC 20530.**