



## **Criminal Justice Standards and Training Commission**

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June 16, 2017

### **CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION TECHNICAL MEMORANDUM 2017-07**

**TO:** Criminal Justice Agency Administrators  
Criminal Justice Training Center Directors

**FROM:** Director Dean Register *DR*  
Criminal Justice Professionalism Division

**SUBJECT:** Criminal Justice Information (CJI) and the Automated Training Management System (ATMS)

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Criminal Justice Information (CJI) is the term used to refer to all of the FBI/FDLE-provided data necessary for criminal justice agencies to perform their missions. Examples include biometric, identity history, biographic, property, and case/incident history data. Information obtained from the National Crime Information Center as well as any FDLE system, such as the Florida Crime Information Center (including computerized criminal history data), the Biometric Identification System, and FALCON. The CJI must be protected to the standards mandated in the FBI CJIS Security Policy. When determining if data should be considered and protected as CJI, agencies should consider the source from which the information was obtained rather than the data elements that actually make up the information.

Recently, during the rewrite of ATMS, Commission staff became aware that some CJI data had been entered into ATMS, typically in the "comments" fields. Because the data contained in ATMS resides in an area outside of the secure CJNET, please refrain from entering any CJI data into ATMS in order to ensure compliance with the FBI CJIS Security Policy.

If you have any questions or concerns, please contact Training and Research Manager Terry Baker in the Bureau of Standards at [terrybaker@fdle.state.fl.us](mailto:terrybaker@fdle.state.fl.us) or (850) 410-8688 or your assigned FDLE field representative.

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cc: Criminal Justice Standards and Training Commission