

FLORIDA DEPARTMENT OF LAW ENFORCEMENT

CRIMINAL JUSTICE INFORMATION SERVICES



CRIMINAL JUSTICE INFORMATION SERVICES (CJIS) TECHNICAL COMPLIANCE AUDIT

Agency: _____

ORI: _____

Audit Date: _____

NON-CRIMINAL JUSTICE AGENCY (NCJA) PRE AUDIT QUESTIONNAIRE

AUDIT COMPLIANCE UNIT

2331 PHILLIPS ROAD
POST OFFICE BOX 1489
TALLAHASSEE, FLORIDA 32302
850/410-7126 Phone
850/410-7125 Fax

06/2016
CSP 5.5

1. Does your agency store the background checks received from FDLE? ☐ YES ☐ NO
A. If so is it stored in:
- i. A filing cabinet? ☐ YES ☐ NO
- ii. On the computer? ☐ YES ☐ NO
2. How many authorized agency personnel have access to the confidential information? _____
3. Does your agency destroy the information received from FDLE? ☐ YES ☐ NO
A. If yes, how is it destroyed? _____
4. How does your agency handle the state and national background checks once it is received from the FDLE Secure Mail application? _____
5. Do authorized personnel remotely access the FDLE information outside of your normal agency location (i.e. members on call; members telecommuting; obtaining information from smartphones during non-business hours)? ☐ YES ☐ NO
6. Do members access the information using their personally owned devices (i.e. smartphones, laptops, tablets)? ☐ YES ☐ NO
7. Do the members of your agency discuss the information from FDLE with other agency members or other agencies ☐ YES ☐ NO
A. If so who? _____
8. Do the members of your agency share the information from FDLE with other agency members or other agencies? ☐ YES ☐ NO

A. Please Explain:
