


<p>California Department of Justice CALIFORNIA JUSTICE INFORMATION SERVICES DIVISION Gary Cooper, Director</p> 	<h1 style="margin: 0;">INFORMATION BULLETIN</h1>	
<p><i>Subject:</i></p> <p style="text-align: center;">California Fingerprint Resubmissions</p>	<p><i>No.</i></p> <p style="text-align: center;">08-06-BCII</p>	<p><i>Contact for information:</i></p> <p style="text-align: center;">Applicant Processing Program 916-227-3823</p>
	<p><i>Date:</i></p> <p style="text-align: center;">07-18-08</p>	

TO: ALL CALIFORNIA APPLICANT AGENCIES

The purpose of this bulletin is to inform California applicant agencies of changes the Department of Justice (DOJ) is making in our fingerprint resubmission procedures for state level background check requests.

When an initial applicant fingerprint transaction is rejected, DOJ allows an agency to resubmit the transaction once without incurring additional processing fees. With that in mind, fingerprint resubmissions for California criminal record checks will be rejected programmatically if any of the following conditions exist:

1. An incorrect Original Applicant Transaction Identifier (OATI) number is used. When an original DOJ fingerprint transaction is rejected and a resubmission is authorized, instructions are given to reference the OATI on the resubmission. If an OATI for a resubmission does not match a prior rejected DOJ transaction, the resubmission will be rejected.
2. The OATI number has been used more than once. Once a resubmission is sent, the applicant agency cannot use the same OATI number for another resubmission. If an OATI number is used more than once for resubmitting fingerprints, only the first resubmission will be processed and any subsequent resubmissions with the same OATI number will be rejected.
3. The original transaction was not rejected. If the California level of service was processed in the original transaction and the resubmission includes California level of service (usually in addition to the FBI level of service), the California resubmission will not be processed.
4. The Date of Birth and/or Applicant Type does not match the Date of Birth and/or Applicant Type from the original transaction. To ensure the resubmission is for the correct applicant, the OATI, Date of Birth, and Applicant Type must match those of the rejected transaction.

If you have any questions about the fingerprint resubmission process for state level background check requests, please contact the Applicant Information Section representative for your agency at (916) 227-3823.

Sincerely,

GARY COOPER, Director
California Justice Information Services Division

For EDMUND G. BROWN JR.
Attorney General