

February 12th, 2015

Canadian Criminal Real Time Identification Services

Cessation of Paper-based C216 Submissions

Thank you for your efforts and continued commitment to supporting the modernization of criminal records in Canada. A significant part of this effort has been automating the submission of paper-based C216s, which is needed to support the transition to a fully electronic solution.

Consistent with National Police Information Services Advisory Board (NPIS AB) Resolution 2012-04, all civil (form C216C) and criminal (form C216) fingerprints must be submitted to Canadian Criminal Real Time Identification Services (CCRTIS) using LiveScan or CardScan technology. The elimination of paper-based fingerprint submissions is essential to automating the National Repository of Criminal Records. This will increase accuracy, completeness, timeliness, and efficiency.

Automating criminal record checks and electronically submitting fingerprints to Canada's central fingerprint repository will allow for the growing demand for maintenance of criminal record information and reduce delays in providing access to critical criminal information needed to keep your officers and communities safe.

The labour intensive paper-based submission process has placed many agencies at risk and is simply unsustainable.

As with most large initiatives that are national in scope, there have been some challenges in achieving this objective; however, due to your cooperation in implementing the business and technical solutions required to electronically submit fingerprints, this milestone can now be achieved.

Civil and Criminal Fingerprint Submissions

All fingerprints for civil (criminal record check and vulnerable sector check) and criminal purposes must be submitted electronically. CCRTIS is **no longer** accepting paper fingerprint submissions. Agencies without the ability to submit fingerprints electronically may purchase electronic fingerprint capture devices or employ a hub concept arrangement with a neighbouring police service or an accredited private fingerprint company that has electronic submission capabilities. Arrangements made with other agencies to submit fingerprints as part of a hub concept are considered to be an acceptable alternative.

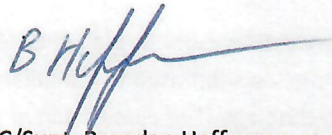
IMPORTANT: All paper C216s received by CCRTIS **will not** be processed and will be returned to the contributor.

Clients who have not yet established a method to electronically submit fingerprints to CCRTIS are encouraged to contact the Canadian Criminal Real Time Identification Services at CivilNPS@rcmp-grc.gc.ca to learn of the many RCMP certified solutions and alternative options available including the hub concept.

To those agencies who have successfully met this milestone, the RCMP congratulates you and acknowledges the efforts and commitment related to implementing technology in order move to a paperless environment.

Directeur général

Services canadiens d'identification criminelle en temps réel

A handwritten signature in blue ink, appearing to read 'B Heffernan', with a long horizontal stroke extending to the right.

C/Supt. Brendan Heffernan, surint. pr.

Director General

Canadian Criminal Real Time Identification Services