



DEPARTMENT NOTICE

21-089
05/27/21

California Mandated “Purpose” Code Entry

The purpose of this Notice is to advise Level II users of the new mandatory DOJ guidelines set forth by [AB 1747](#), pertaining to use of the CLETS system.

Among other requirements, every law enforcement agency will now need to implement programming changes to provide a “Purpose Code” for every CLETS transaction. Under existing law, the California Values Act generally prohibits California law enforcement agencies (LEAs) from using money or personnel to investigate, interrogate, detain, detect, or arrest persons for immigration enforcement purposes, including providing personal information for that purpose.

Upcoming Programming Changes to CLETS

Mandatory by July 1, 2021, **any inquiries** submitted through CLETS will have to include a reason for the inquiry. To implement this requirement, the California Department of Justice (DOJ) will begin enforcing a new message header requirement to include a “Purpose Code” for every transaction submitted through CLETS. For the successful execution of CLETS transactions, any messages that do not meet the header requirements outlined in the CLETS Technical Guide, which is being revised to conform with AB 1747, will be rejected.

The required changes to the CLETS masks have been completed in Level II and are fully automated for our members’ convenience in the form of a new field, with three drop down selections. These are shown below as “CLETS Purpose Code” for both the desktop and the vehicle computers:

ON THE DESKTOP:

The screenshot shows the desktop interface for the CLETS system. At the top, there are navigation buttons for 'FTSERVER', 'FTSE', and 'REG'. To the right, there are icons for 'Favorites' and 'Msg History'. The main title bar reads 'REG (v5.07) Vehicle / Boat Registration Inquiry -- DMV'. Below this, there is a 'Unit ID' field and a 'CLETS Purpose Code' dropdown menu. The dropdown menu is open, showing three options: 'C - Criminal Justice', 'I - Immigration Enforcement', and 'U - Investigate Violations of Section 1325 of Title 8'. Below the dropdown, there is a 'CF -or- License #' field with a note '(If CF, must select)'. Below that, there is an 'Information Code:' field with a dropdown menu showing '4-Complete Record and/or any DMV Automation Information'. At the bottom, there is a 'File Code:' field.

ON THE MDC:

The screenshot shows the LTI MDC software interface. At the top, there is a title bar with 'LTI MDC' and window control buttons. Below the title bar, there are several tabs: 'RFWSDEMO' and 'RFWS'. A toolbar contains icons for 'Masks', 'Back', 'Forward', 'Help', 'CAD', 'CLETS', 'Send F12', and 'Receive Next F11'. The main area displays a dropdown menu for 'SFPD MDC Command' with the following options: 'C - Criminal Justice' (highlighted in blue), 'I - Immigration Enforcement', and 'U - Investigate Violations of Section 1325 of Title 8'. To the left of the dropdown, there are labels 'H', 'N', and 'DI' next to yellow highlighted areas.

To note, per DOJ requirements, the "CLETS Purpose Code" field is initially blank and is a required field that users MUST manually fill out since DOJ requires the selection of a Purpose Code for each transaction.

For the vast majority of queries, this will be "C" for Criminal Justice

William Scott
WILLIAM SCOTT
Chief of Police

Per DN 20-150, all sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be made to sfpd.writtendirectives@sfgov.org who will provide additional information.

California Department of Justice
CALIFORNIA JUSTICE
INFORMATION SERVICES DIVISION
Joe Dominic, Chief



INFORMATION BULLETIN

Subject:

Implementation of Assembly Bill (AB) 1747
Pertaining to use of the California Law Enforcement
Telecommunications System (CLETS)

No.

20-03-CJIS

Date:

04-08-2020

Contact for information:

Client Services Program
dojcsp@doj.ca.gov

TO: ALL CLETS SUBSCRIBING AGENCIES

The purpose of this Information Bulletin is to notify your agency about new statutory restrictions and requirements governing the use of CLETS. Among other things, starting **July 1, 2021**, your agency will need to implement programming changes to provide a “Purpose Code” for every CLETS transaction.

This bulletin is the first in a series of reference materials that will be provided to your agency about AB 1747’s requirements. This bulletin focuses on AB 1747’s requirement that, commencing July 1, 2021, “any inquiry for information other than criminal history information submitted through the system shall include a reason for the initiation of the inquiry.” (Stats. 2019, ch. 789, Sec. 1 [Gov. Code, § 15160, subd. (b)(2)].) A second Information Bulletin to be issued in the near future will provide more detailed definitions and guidance for CLETS operators. Finally, usage of the new Purpose Codes will be subject to audits similar to existing audit processes already in place for other record types. The Client Services Program (CSP) is developing materials to answer questions about these audits. The audit process will be similar to the existing audits the CSP works with your agency to regularly complete.

A brief summary of the new legislation and upcoming changes to CLETS procedures and technical requirements is provided below:

1. Background

Under existing law, the California Values Act generally prohibits California law enforcement agencies (LEAs) from using money or personnel to investigate, interrogate, detain, detect, or arrest persons for immigration enforcement purposes, including providing personal information for that purpose. (Gov. Code, § 7284.6, subd. (a)(1)(D).) The specific requirements for LEAs under the Values Act are set forth more fully in prior Information Bulletins: 2018-DLE-01, 18-02-CJIS, and 18-10-CJIS.

Pursuant to AB 1747, Government Code Section 15160 has been amended to read:

(b) (1) Commencing on January 1, 2020, consistent with the California Values Act (Chapter 17.25 (commencing with Section 7284) of Division 7 of Title 1), no subscribers to the system shall use information other than criminal history information transmitted through the system for immigration enforcement purposes, as defined in subdivision (f) of Section 7284.4. In addition, no subscribers to the system shall use the system for purposes of investigating violations of Section 1325 of Title 8 of the United States Code, if a violation of that section is the only criminal history in an individual’s record. This section does not prohibit or restrict any

government entity or official from sending to, or receiving from, federal immigration authorities, information regarding the citizenship or immigration status, lawful or unlawful, of an individual, or from requesting from federal immigration authorities immigration status information, lawful or unlawful, of any individual, or maintaining or exchanging that information with any other federal, state, or local government entity, pursuant to Sections 1373 and 1644 of Title 8 of the United States Code.

(b)(2) Commencing on July 1, 2021, any inquiry for information other than criminal history information submitted through the system shall include a reason for the initiation of the inquiry.

(b)(3) Commencing on July 1, 2021, the Attorney General, and personnel they so authorize, may conduct investigations, including inspections and audits, as the Attorney General deems appropriate to monitor compliance with this subdivision. The Attorney General or authorized personnel who are conducting an investigation pursuant to this subdivision shall be authorized to review and inspect case files and any records identified in the investigation process to substantiate a reason given for accessing information other than criminal history information in the system.

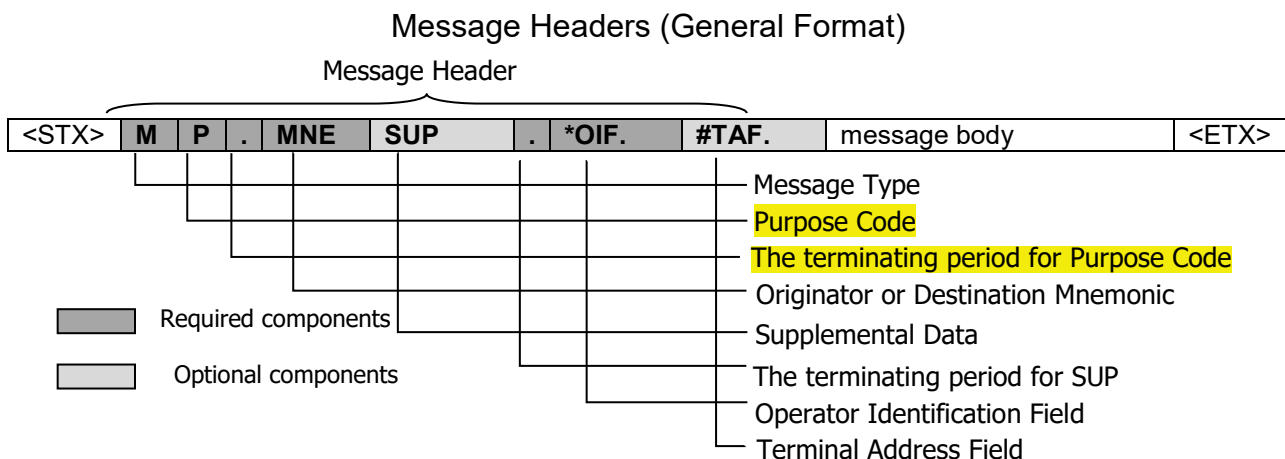
(C) For the purposes of this section, "system" means the statewide telecommunications system of communication established pursuant to this chapter.

(Stats. 2019, ch. 789, Sec. 1.)

2. Upcoming Programming Changes to CLETS

As noted above, commencing **July 1, 2021**, any inquiries submitted through CLETS will have to include a reason for the inquiry. To implement this requirement, the California Department of Justice (DOJ) will begin enforcing a new message header requirement to include a "Purpose Code" for every transaction submitted through CLETS. For the successful execution of CLETS transactions, any messages that do not meet the header requirements outlined in the CLETS Technical Guide, which is being revised to conform with AB 1747, will be rejected.

The upcoming changes to the CLETS are summarized below:



P = the optional Purpose component of the header is mandatory when the Message

Type specifies a request, Message Types 0, 1, or 3. The component's existence is signified by its location and structure: It immediately follows the Message Type and is a single (1) character code followed immediately by a period ("."). Purpose components must not exist in the headers of Non-Request Message Types (2 & 4).

The new valid Purpose Codes will be:

C = Criminal Justice

I = Immigration Enforcement

U = Investigate Violations of Title 8, section 1325 of the United States Code

Please refer to detailed message formatting information in the CLETS Technical Guide to ensure all messages sent to CLETS meet these requirements. The CLETS Technical Guide is available on the DOJ's California Law Enforcement Web website at <https://clew.doj.ca.gov>.

Messages received by CLETS containing an invalid purpose code in the message header will be rejected effective July 1, 2021.

We understand that agencies may have initial questions about the definitions related to the new Purpose Codes. A second Information Bulletin will be released to provide specific guidance and definitions related to the use of these Purpose Codes.

3. Audits

Effective **July 1, 2021**, AB 1747 will also authorize the DOJ to conduct audits related to these CLETS inquiries. As noted above, the audit process will be similar to the existing audits the CSP works with your agency to complete. Over the coming months, additional information will be provided to your Agency CLETS Coordinator, including a Reference Guide to answer questions on what to expect and how to prepare for the AB 1747 audits.

If you have any questions in the meantime, please contact us at dojcsp@doj.ca.gov.

Sincerely,



JOE DOMINIC, Chief
California Justice Information Services Division

For XAVIER BECERRA
Attorney General