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Series
Authorization No: 10551597 **Agency:** AGO **Division:** BCII **Section:** NA **Revision:** 0

Agency Series No.: BCI-ID-020 **Record Series Title:** Carrying A Concealed Weapon (CCW) Background Checks

Record Series Description: Background check completed by the Bureau of Criminal Investigation & Identification (BCI) to provide Sheriffs a result to help them make a determination on whether or not to issue a carrying a concealed weapon (CCW) permit to an individual. Records contain demographic information from the fingerprint card (name, date of birth, social security number), webcheck transaction number, and background check results sent back to the county sheriff.

Agency Web Link:

Confidential Description **Vital Description**

Because this information is part of Computerized Criminal History (CCH) Database it is protected under ORC 109.57 (duties of superintendent) and 109.572.

Media	Retention Period	Retention Justification	Method of Disposal
Machine Readable	Retain 1 year.		Delete
Paper	Retain 1 year.		Shred

Approvals:

Created		Date: 1/26/2016
Approved	Nathan Owens, Records Coordinator	Date: 1/26/2016
Approved	Pari Swift, Records Officer	Date: 1/26/2016
Approved	Bunnie Jones, Record Administrator	Date: 2/10/2016
Approved	Fred Previts, State Archivist	Date: 2/10/2016
Approved	Martin Meeks, State Auditor	Date: 2/11/2016

Notes:

Note Date	Note Description	User