3-07/160.15 - Command Center - Record Inquiry Unit

The Department of Justice Command Center is a manual expedite unit whose primary function is to provide manual criminal history file information to law enforcement and criminal justice agencies on a timely and continual basis. The unit is manned 24 hours per day, 7 days per week.

The manual criminal history file contains the same information as the CJIS Criminal History System (see section 3â€‘07/150.20). Records are maintained on individuals whose first arrests occurred prior to 1972. Any subsequent arrests for these persons only will be recorded in the manual file, not the Criminal History System. Prior to contacting the command center, the subject should be checked against the CHS.

Operators are referred to the Department of Justice Record Inquiry Manual for further instructions.

- Messages and correspondence are sent Attn: Name Check, Special Services; and
- Telephone: (916) 227-3244.