



Submitting Missing Person Information to Three National Systems

There are three national systems for reporting missing persons: the FBI's National Crime Information Center (NCIC) Missing Person File, the FBI's Next Generation Identification (NGI) System, and the National Missing and Unidentified Persons System (NamUs). These systems are not linked, resulting in compartmentalized information. Submitting to each system enhances your agency's ability to resolve missing person cases in a timely manner by increasing the probability to receive investigative leads from agencies across the country. All three systems provide information relevant to missing person cases.

- **NCIC Missing Person File**—The NCIC Missing Person File contains biographic information from missing person cases, when submitted. This file is available to law enforcement agencies (LEAs) when a corresponding missing person case is opened at the LEA.
- **NGI System**—LEAs may enroll the missing person in the NGI System using biometric information when an NCIC Missing Person File exists, and fingerprints are available.
 - Enrolling the missing person in the NGI System using the *Electronic Biometric Transmission Specification (EBTS)* Missing Person (MPR) Type of Transaction (TOT) will enable LEAs' receipt of investigative leads when a subsequent fingerprint submission matches to the missing person's fingerprints in the NGI System.
 - LEAs may submit missing person information to the NGI System using the MPR TOT, if programmed, or to the FBI's Criminal Justice Information Services Division's Special Processing Center to input the MPR submission on the LEA's behalf.
- **NamUs**—LEAs and the public may also report missing persons to NamUs. NamUs contains demographics, case circumstances, biographical information, clothing, and accessories and, in some cases, biometric information of missing persons. For assistance with NamUs missing person reporting, contact your NamUs Regional Program Specialist available at <https://namus.nij.ojp.gov/contact#mbkdni>.

Contributing agencies should retain all numeric identifiers assigned by these systems with the missing person's case file. A missing person case summary worksheet is available at <https://fbibiospecs.fbi.gov/biometric-training>.

For fingerprint submission assistance and programming for the MPR TOT, contact the Customer Service Group at CK_CSG@fbi.gov. For fingerprint processing assistance during a system outage and fingerprint-based missing person enrollment, contact the Special Processing Center at SPC_Team@fbi.gov. For general assistance with NGI System missing person enrollment, contact the Deceased Persons Identification Services via email at DPIServices@fbi.gov. For assistance with NCIC Missing Person File entry, contact the NCIC staff at ioau@fbi.gov.