

Gang File Group Code Request

PLEASE TYPE OR PRINT CLEARLY

Fax completed form to 304-625-5393, Attention: NCIC Operations and Policy Unit/Gang File

Or E-mail: VGTOFCODE@LEO.GOV

*It is not necessary to submit more than one form with each request.
Additional groups may be listed in a similar format on another sheet of paper.*

REQUESTER: _____

AGENCY NAME: _____ ORI: _____

ADDRESS: _____

TELEPHONE NUMBER: _____ FAX: _____

Please complete this request by providing as much detail as possible. Before requesting a code for a gang group, you should ensure that one of the qualifying definitions (listed on the back of this form) is applicable.

DATE OF REQUEST: _____

Signature _____ Title _____

In conjunction with this request, have you already made an emergency Gang Group Member Capability NCIC record entry using the code GNG/UNLISTED GROUP? ☐ Yes ☐ No

If yes, indicate date entry was made: _____

GROUP NAME: _____

LOCATION: (City/County where group operates) _____

GROUP ALIASES: (List if applicable. Codes are not assigned to aliases, but aliases should be entered into the Miscellaneous Field of the Group Reference Capability Record.)

SUBGROUP NAME: (If none, list phrase NONE KNOWN, the Subgroup Code that will be used for this group at the time of record entry.)

Location: _____

Subgroup Aliases: (List if applicable. Codes are not assigned to aliases, but aliases should be entered into the Miscellaneous Field of the Group Reference Capability record.)

COMMENTS: _____

GROUP REFERENCE CAPABILITY (GRC) – CRITERIA FOR ENTRY

1. GRC – GANG DEFINITION

For purposes of entry in the GRC, a **gang** must meet the following criteria:

1. The group must be an ongoing organization, association, or group of three or more persons.
2. The group must have a common interest and/or activity characterized by the commission of or involvement in a pattern of criminal or delinquent conduct.

CRIMINAL or DELINQUENT CONDUCT includes narcotics distribution, firearms or explosives violations, murder, extortion, obstruction of justice (including witness intimidation and/or tampering), and any other violent offenses such as assault, threats, burglary, and/or carjacking.

Delinquent Conduct includes conduct of a juvenile that would be a crime if committed by an adult.

Criminal Conduct includes acts committed during incarceration that are often labeled disruptive and that could be punished as crimes.

Note: Tagger groups, for example, whose only interest and/or activity is spray painting do not meet the Gang entry criteria; therefore, this type of information should not be submitted.