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ATTENTION: AGENCY TAC/POC

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REVIEW AND DISTRIBUTE THIS NOTICE ACCORDINGLY



Updates to Enter Concealed Handgun Permit (ECG) & Modify Concealed Handgun Permit Record (MCG) Transactions

NC Sheriff's Offices are required to maintain the original copy of the NC Firearms Safety and Training Course certificate for individuals applying for a new Concealed Handgun Permit. If renewing, this requirement may be waived at the discretion of the Sheriff. This has not changed.

Effective 05/29/2024, information pertaining to the Course and Course Instructor from the Safety Course certificate attended by the applicant may be entered in DCIN. Sheriff's personnel can enter the class information into the record using the ECG and/or the MCG transactions.

Pertinent Info:

NC Sheriff Offices can now enter information regarding the Firearms Safety and Training Course that the applicant attended into DCIN. The information that can be collected is:

- Certificate Date (CTD)
- Certificate Number (CRN)
- Instructor Name (INA)
- Instructor ID (IMN)

When the ECG is performed, the above 4 fields will be included in the entry. This information can be located on the training certificate. These fields are not mandatory, but agencies are encouraged to enter this information. If the agency doesn't enter this information in the ECG, the MCG could be used to enter the information. Likewise, the MCG can also be used to delete any information in these fields by simply right clicking in the field and choosing "Mark for Deletion". The capture of this information in DCIN would ensure that only law enforcement and criminal justice agencies with an Originating Routing Identifier (ORI) would have access to view information. Information would be entered in the application phase of a new permittee and information could be modified, if necessary, by record holding NC Sheriff's Office.

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North Carolina State Bureau of Investigation

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Please do not rely solely on this document as an all-inclusive resource.

If you are uncertain about any issue, please seek out guidance from your agency legal counsel or contact the SBI for direction to an appropriate guiding authority.

In Review:

- Firearms Safety and Training Course information can now be entered into DCIN.
 - Certificate Date, Certificate Number, Instructor Name, and Instructor ID are the new fields available.
 - Only accessible by law enforcement/criminal justice agencies.
 - TAC meetings are being scheduled to review these updates and discuss.
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