

# Mississippi Department of Public Safety NCIC IT Security Compliance Document

Date: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Agency TAC: \_\_\_\_\_ Phone: \_\_\_\_\_

Agency LASO: \_\_\_\_\_ Phone: \_\_\_\_\_

Agency LASO Email: \_\_\_\_\_

Agency Address: \_\_\_\_\_

Agency City: \_\_\_\_\_ State: MS Zip Code: \_\_\_\_\_

Below is listed IT Security requirements defined in the MS Criminal History System (MCHS) and Criminal Justice Information System (CJIS) Security policies. These requirements are needed to assure a minimum level of security on the MCHS network. You may put answers on another sheet if more space is required. If you need clarification on any requirement, please contact the MS Department of Public Safety ISO at: [gnations@dps.ms.gov](mailto:gnations@dps.ms.gov). Thank you for your time.

1. Do all users accessing MCHS/NCIC systems meet training requirements? YES NO
2. What is the version of your current CJIS Security Policy? \_\_\_\_\_
3. Is the building(s) with MCHS/NCIC equipment occupied 24/7? [5.9] YES NO
4. Give a brief description of the IT equipment used to connect to MCHS/NCIC. Who has access to it?  
\_\_\_\_\_  
\_\_\_\_\_
5. Does your agency use any mobile or remote devices to access MCHS/NCIC data? [5.13] YES NO
6. Is the building or office space shared with other agencies/entities? What/where do visitors have access to? [5.9.1].  
\_\_\_\_\_  
\_\_\_\_\_
7. Are visitors escorted and monitored in CJIS/NCIC secure areas? [5.9.1.7] YES NO
8. Do you employ any convicted felons that have access to areas that house CJIS/NCIC systems / computer terminals / or records storage? [5.12] YES NO
9. Has everyone with access to MCHS/NCIC systems been fingerprint-background checked? YES NO
10. Do you recheck backgrounds? YES NO If "YES", how often? \_\_\_\_\_
11. Do you have an Electronic Media Sanitization and Destruction Policy [5.8] YES NO
12. Could your location(s) be classified as a physically secure location by CJIS Security policy standards? [5.9.1] YES NO

13. Are you currently using Advanced Authentication on any systems? [5.6.2.2]    YES    NO
14. Who manages your routers and firewalls? \_\_\_\_\_
15. Who installs/configures/repairs your computer systems (PC's)?  
\_\_\_\_\_
16. Have IT repair personnel had Security Awareness training or are within their initial six months of employment and are scheduled for training? [5.2]    YES    NO
17. Do you use a password policy or use authenticators? [5.6.2]    YES    NO
18. Does each user/operator have their own login/password?    YES    NO
19. What would you do if you found a MCHS/NCIC user's login and/or password written down beside their system? \_\_\_\_\_

Please return completed form to:

**Gregory L. Nations,**  
**Information Security Officer**  
**Mississippi Department of Public Safety**  
**Criminal Information Center**  
**3891 Hwy 468 West**  
**Pearl, MS 39208**  
Phone: (601) 933-2636  
Fax: (601) 933-2676  
[GNations@dps.ms.gov](mailto:GNations@dps.ms.gov)

