

FBI Name Check Primer

Disclaimer:

I am not a lawyer and I cannot be held responsible for accuracy of the information below. Please use this document at your own risk.

Contents

- **Section I – Name Check Explained**
- **Section II – Contact Info**
- **Section III – Possible means to expedite name check**

Key:

Items in BLUE are those items about which I am making an intelligent guess and cannot be validated.

Section I – Name Check Explained

The Name Check's official name is the National Name Check Program (NNCP). It is synonymous with FBI Background Check, Security Check etc. The National Name Check Program (NNCP) has the mission of disseminating information from the FBI's Central Records System in response to requests submitted by federal agencies, congressional committees, the federal judiciary, friendly foreign police and intelligence agencies, and state and local criminal justice agencies. The Central Records System (CRS) contains the FBI's administrative, personnel and investigative files. The NNCP has grown exponentially, with more and more customers seeking background information from FBI files on individuals before bestowing a privilege - - Whether that privilege is government employment or an appointment; a security clearance; attendance at a White House function; a Green card or naturalization; admission to the bar; or a visa for the privilege of visiting our homeland; more than 70 federal and state agencies regularly request an FBI name check. The USCIS is one of its biggest customers.

The name checks are handled at FBI Headquarters at Washington DC.

In my understanding a name check consists of running the applicant's name and date of birth over multiple government records – not commercial records like credit reports etc. This will tell the agency if there has been any activity on your name ever i.e. if you were a convicted criminal, a witness in a federal case, a person who was investigated etc.

Name checks for Naturalization was initiated after Sept 11 2001. I am unsure if the program existed for Naturalization applicants before that time.

Many people report incredible lengths of delays with name checks. The reason for this is that the system (computerized system) is unable to conclude weather or not you are a person of interest. An analyst has to then intervene. The reason could be multi fold like you having a very common name (Asian last names for example) or your name matches that of a person that FBI dealt with in the past etc. This could take 1 day or over a year. Another reason for delays is that this department is grossly understaffed.

I think that the name check requests are sent after a finger print result is received. I just happened to notice this with many applicants.

Name check requests are automatically initiated by the Service Center and are done for all applicants. There is another check called the CIA check that is not done for Naturalization applicants. CIA check is done for I-485, Amnesty and other applicants.

When the system searches for your name and does not find any indices, it returns “NO-RECORD” as a result. This is what majority of people will have for a status. A “No-Record” means “No-Objection” from the part of the FBI for Naturalization.

However presence of a record by itself is not always adverse. Just means you have been involved somehow with something that FBI has a record on.

The Records name checks are supervised by Agent David Hardy who is the Chief of the Record/Information Dissemination Section in the Records Management Division (RMD). Mr.Hardy’s boss is the Assistant Director, Records Management Division is William Hooton.

Section II – Contact Info

Every single phone and fax number mentioned is available on the internet – if you know where to look. I have just arranged them into one useful chunk.

Please use these phone numbers and fax numbers (especially the Asst Director/analysts) with discretion. Believe me you don’t want to nag the FBI too much or enrage them - in your own interest.

FBI Fingerprint Status (304) 625-2000

FBI Name Check Status (Main Line) (202) 324-3625

FBI NNCP Public Inquiry Voice Line (202) 324 2399

FBI Name Check Inquiry Fax (202) 324-3367 (Mention Name/DOB/A#/Ph#/Addr#/Email/Fax)

FBI NNCP Analyst Diane Berger – (202) 324 0680 (***Do not nag the analysts***)

FBI NNCP Supervisor Renee Morton – Call the FBI main line and ask for this person.

FOIPA Contact Person Debbie Beatty (202) 324 6182

FOIPA Fax Inquiry (202)-324-3752

William Hooton – Asst Director RMD Office – (202)-324-7129 (***Use as a last measure only***)

USCIS Expedite Criteria (Contact Info is for Vermont Service Center only)

You can use info to request for an expedite for almost all applications handled by the service center.

All expedite requests are reviewed on a case-by-case basis, and are granted at the discretion of the Service Center Director. The criteria are as follows:

- Severe financial loss to company or individual.
- Extreme emergent situation.
- Humanitarian situation.
- Nonprofit status of requesting organization in furtherance of the cultural and social interests of the United States.
- Department of Defense or National Interest Situation (Note: Request must come from official United States Government entity and state that delay will be detrimental to our Government.)
USCIS error.
- Compelling interest of USCIS.

If a response to the expedite request is not received within 72 hours, the request is denied. The application or petition will then undergo normal processing.

General Expedite Procedures By Fax

The VSC has always been strict with respect to approving requests for special processing. Individuals who are seeking expeditious handling can FAX the Center at (802) 527-4816 to request an expedite.

The fax line is available 24 hours a day. Expedite requests are reviewed Monday through Friday from 8:00AM to 4:00 PM.

General Expedite Procedures By Mail

The VSC will also accept EXPEDITE requests through WRITTEN Correspondence.

A letter requesting the expedite of a case along with any supporting information should be mailed to the VSC. The envelope **MUST** be marked with "EXPEDITE REQUEST".

Please mail expedite request to:
U.S. Citizenship and Immigration Services
Vermont Service Center
ATTN: Expedite Request
75 Lower Welden Street
St. Albans, VT 05479

<http://uscis.gov/graphics/fieldoffices/vermont/aboutus.htm>

FOIPA

Use this as a template to file your FOIPA request. Modify it to suit your information and fax it in to the FBI. Contact Debbie Beatty at (202) 324 6182 for more info

Make sure you send a Privacy Act request to check if FBI has a record in their Central Records System. It is important to see if there is a record or not. If you get a 'No-Records' response and your name check is pending for a long time, you can take this information to Mr. Hardy/Mr. Hooton

To:

David M. Hardy, Chief
Record/Information Dissemination Section
Federal Bureau of Investigation
935 Pennsylvania Avenue, N.W.
Washington, D.C. 20535
Fax: (202) 324-3752

Sub: PRIVACY ACT REQUEST

Dear Mr. Hardy:

Under the Freedom of Information Act, 5 U.S.C. section 552 and the Privacy Act, 5 U.S.C. section 552a, please furnish me with copies of all records about me indexed to my name or my identifying information, maintained in the Central Records System (CRS).

To help identify information about me in your records systems and/or programs, I am providing the following identifying information:

Full Name: John Doe
Date of Birth: January 1, 1981
Place of Birth: Tokyo, Japan
Social Security Number: 123-45-6789
Current Address: 123 My street, City, State Zip
Home Phone Number: 555-555-5555

If you have any questions about handling this request, you may phone me at 555-555-5550 (day or evenings). Please respond to: John Doe, 123 My street, City, State Zip

Sincerely,

Signature
John Doe

Pursuant to 28 U.S.C. 1746, I certify under penalty of perjury that the foregoing is true and correct and that I am requesting release of my records to myself.

Executed on [date].

Signature

Section III – Possible means to expedite name check

This section is based on my learning and guess work only. Don't take it to the bank

1. File a FOIPA request at the time of filing your N400. Since both requests (FOIPA and Name Checks) are handled by the same RMD department, I assume if they trace your record once, the second time will be easier. Also in case of unusual delays (over a few months) you can appeal with this in hand.
2. Fax a name check request monthly and call the voice line every so often. This will familiarize your name with them.
3. Write to Asst Dir William Hooton and explain your urgency in the best way you can.
4. In case of unusual delays (over a few months), contact your Congressman and ask him/her to
 - a) Request for an expedite from the FBI
 - b) Write to the Congressional Asst Dir, Eleni Kalisch to appeal
 - c) Have them contact an FBI legislative liaison and check on your case often
5. **Never lose hope. Ultimately the system works, its just slow for some of us**

Links

<http://www.fbi.gov/congress/congress03/garrity071003.htm>

<http://www.house.gov/science/hearings/full04/feb25/garrity.pdf>

[http://groups.google.com/groups?q=g:th148639866d&dq=&hl=en&lr=&ie=UTF-](http://groups.google.com/groups?q=g:th148639866d&dq=&hl=en&lr=&ie=UTF-8&selm=Es7Lb.85895%24I07.420177%40attbi_s53)

[8&selm=Es7Lb.85895%24I07.420177%40attbi_s53](http://groups.google.com/groups?q=g:th148639866d&dq=&hl=en&lr=&ie=UTF-8&selm=Es7Lb.85895%24I07.420177%40attbi_s53) →(Search google groups for postings by aurora for name check info)

ALL THE BEST

