LEADS Daily Briefing

November 29, 2023

Primary and Secondary Dissemination of CHRI

Primary Dissemination is the disclosure or transmission of CHRI in any form, oral, written, or otherwise. The simple acknowledgment or denial of a CHRI record's existence constitutes a dissemination. Primary dissemination of CHRI is the transmission and reception of CHRI from the Bureau of Identification, the FBI's National Crime Information Center (NCIC), Interstate Identification Index (III), LEADS, or another state's central repository of CHRI. The CHRI system in Illinois, through the use of an automated dissemination log, records all CHRI inquiries and disseminations. A copy of this log is supplied to local agencies on a monthly basis and must be retained for 1 year.

Primary dissemination includes:

1. Dissemination of CHRI within the inquiring agency.
2. Disseminating CHRI to another department when the inquiry contained the ORI of the recipient agency.

Secondary Dissemination is the transmission or disclosure of CHRI obtained via LEADS by one authorized agency to another. Secondary dissemination includes sharing CHRI obtained via LEADS with criminal justice personnel other than those from the requesting agency. Agencies are required to maintain a Secondary Dissemination Log which includes the following:

1. Name of requesting agency having access to CHRI.
2. Name of individual receiving CHRI (i.e., the person representing the authorized agency).
3. The authority of the requester.
4. The purpose of the request.
5. The identity of the individual to whom the CHRI relates.
6. The date of the dissemination.

This log is required by state and federal law, and is to be retained for a period of 3 years. There are no limitations on the dissemination of local records by local agencies.

For assistance please contact the Help Desk at 866/LEADS-00.

Operator's Initials	Date	Operator's Initials	Date	Operator's Initials	Date	Operator's Initials	Date	Operator's Initials	Date