

LEADS Daily Bulletin

September 16, 2026

LEADS/NCIC Supplemental Records

LEADS 3.0 Messenger allows users to enter and cancel Supplemental Records for all Persons hot files. The Supplemental form in LEADS 3.0 allows for the addition of many other searchable or identifying fields, such as: SOC, SMT, SID, VEH, etc.

Supplemental data enables the agency entering Persons records to attach additional data to the records. Once the supplemental data is accepted, the user must inquire on the LEADS record to see the additions.

1. Alias names or dates of birth and nicknames may be added to a record.
2. Caution/Medical Conditions (CMC). Users may add additional caution/medical conditions.
3. Scars/Marks/Tattoos. Users may add additional SMT.
4. Identifying Numerics. Users may add additional SOC, SID, and MNU.
5. Vehicle and License data. Users may add additional license plate and vehicle data.
6. Image. Users may add additional images.

The corresponding field in the base entry must be populated in order to add data via the supplemental entry. An example would be the SOC field must have been populated in the original entry before an alias SOC can be added. A total of nine (9) additional identifiers may be added in one transaction. To add more identifiers a separate supplemental data entry should be performed.

The maximum number of aliases and/or other identifiers which may be added to a person record are listed in the table below. If the number of identifiers exceeds the maximum number permitted, any additional identifiers will need to be listed in the MIS field of record.

Field	Field Code	Maximum Number Permitted
Alias	AKA	99
Date of Birth	DOB	9
Scars, Marks, Tattoos, and Other Characteristics	SMT	19
Miscellaneous Number	MNU	9
Social Security Number	SOC	9
Operator's License Number, State, and Year of Expiration (entered as a set)	OLN	9
License Plate Number, State, Year of Expiration, and Type (entered as a set)	LIC	9
Vehicle Identification Number, Year, Make, Model, Style, and Color (entered as a set; model and color not required for entry, but should be entered if known)	VIN	9
Caution and Medical Conditions	CMC	10
Image NCIC Number and Image Type (entered as a set)	IMN	12
Citizenship	CTZ	9
State Identification Number	SID	9

If you have any questions or need assistance, please contact the ISP Help Desk ISP.HelpDesk@illinois.gov or at 866/LEADS-00 (866/532-3700).

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