LEADS Daily Bulletin
January 22, 2025

CHF Supportive Documentation

LEADS/NCIC records must be supported by an investigative document, active warrant or complaint. No permanent LEADS and/or NCIC entry will be made based solely on a telephone report by the alleged victim or owner. Furthermore, documentation supporting LEADS/NCIC records must be available to terminal operators on a 24-hour-per-day basis either by direct access, computer access, or telephone inquiry.

If no supportive documentation is available, and cannot be recreated, the record must be removed from LEADS/NCIC.

Refer the Illinois Administrative Code, Title 20, Chapter II, Part 1240.60, and the LEADS Regulations and Policy, which may be accessed via the LEADS Security section on the LEADS3.0 website at https://isp.illinois.gov/LawEnforcement/LEADSSecurity

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