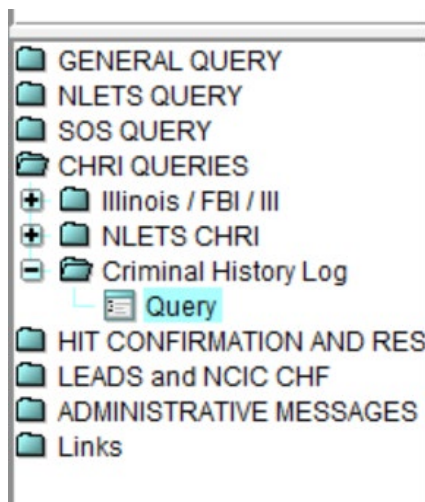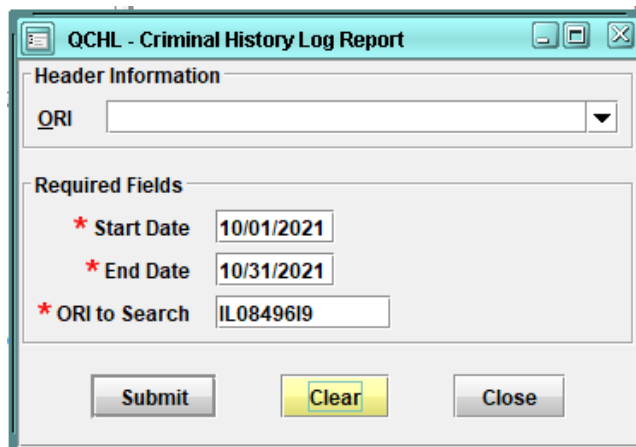# LEADS Daily Bulletin
April 04, 2023

Criminal History Log – LEADS 3.0

With the implementation of the LEADS 3.0 system, the LAC has the ability to run their agency's Criminal History Log in OpenFox Messenger. To obtain the criminal history logs, the LAC will need the **all ORIs** the agency utilizes. The LAC must query each station individually.

Find the Menu tree on the left side of the screen, select the CHRI QUERIES folder. Go to the sub folder labeled "Criminal History Log", double click on "Query".

The QCHIL form will populate. Enter the date parameters and the ORI for the search. This will have to be completed for each station (ORI).   The Criminal History log can be searched from July 11, 2021 to present in LEADS 3.0.

As a reminder, Criminal History logs should be reviewed by the LAC on a monthly basis to ensure they are being ran for criminal justice purposes only. The Criminal History log should be maintained for 1 year. For any secondary dissemination, this Criminal History log must be maintained for 3 years.

NOTE: LAC's can also utilize the Criminal History logs at anytime for their own internal audit purposes.

If you have any other questions or issues, please contact the ISP Help Desk by either emailing your questions to ISP.HelpDesk@illinois.gov or by calling 866/LEADS-00.

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