

LEADS Daily Bulletin

January 29, 2025

Entering/Modifying ORI Capability in CHF Records

LEADS 3.0 technology overcomes the **LEADS 2000 programmatic restriction which automatically identified a Hot File record owner ORI as the agency who physically entered the record, not the authorizing agency, the record was entered on behalf of (ORA).** Entering (servicing) agencies are required to use the actual authority/record owner (serviced agency) ORI when establishing Hot File records.

Records already on file should be MODIFIED to reflect the correct owner ORI (record authority) which includes an automatic translation of the corresponding ORA. For Messenger users, this requires the serviced agency ORI be included in the ORI drop-down in Hot File formats. If an ORI is not listed in a drop-down, should be submitted to the ISP HelpDesk to add any ORIs necessary.

To modify a Records ORI, follow the below steps:

- Query the Record, Select Modify from the Hot Links choices, or open the modify form from the Forms Tree.
- Complete the Header Information, (Message key and ORI of the Entering agency)
- Record Identifiers will have auto populated. (Double check to ensure modifying the correct record).
- Message Information
 - Leave **MKE**, (message key) field blank
 - **ORI** - choose the ORI of the agency who requested the record entry, from your dropdown choices.
- Select **Submit**. User will receive acknowledgement.
- Query the record again to ensure the ORI has changed.
 - Retain acknowledgement and updated record information with original entry.

The screenshot displays the 'MV - Modify Vehicle' form. It is divided into three main sections: Header Information, Record Identifiers, and Message Information. The Header Information section includes a 'Message Key' dropdown set to 'MV = Modify Stolen Vehicle' and an 'ORI' dropdown set to 'IL0840000 = SO SANGAMON CO IL'. The Record Identifiers section contains four fields: 'LEADS #' (V20H3498), 'VIN #' (J0K103505), 'License #' (empty), and 'Owner-applied #' (empty). The Message Information section includes an 'MKE' dropdown (empty), an 'ORI' dropdown set to 'IL0841400 = PD SHERMAN IL', and a 'Name of Validator' field (empty).

Header Information			
* Message Key	ORI		
MV = Modify Stolen Vehicle	IL0840000 = SO SANGAMON CO IL		

Record Identifiers			
* LEADS #	VIN #	License #	Owner-applied #
V20H3498	J0K103505		

Message Information		
MKE	ORI	Name of Validator
	IL0841400 = PD SHERMAN IL	

To Enter:

- Select the Desired form for the appropriate entry
- Complete the Header Information – select the correct message key, and the Owning agency ORI from the dropdown.
- Complete the required remaining fields for the desired hot file entry.

EV - Enter Vehicle				
Header Information				
* Message Key <div> <div>EV = Stolen Vehicle</div> <div>EV = Stolen Vehicle</div> <div>EV-A = Stolen Vehicle - Occupant(s) Armed</div> <div>EV-P = Stolen Vehicle - Hold for Latents</div> <div>EV-F = Stolen Vehicle - Occupant(s) Armed/Hold for Latents</div> <div>EV-S = Stolen Vehicle - Suicidal</div> <div>EV-Y = Stolen Vehicle - Armed/Suicidal</div> <div>EF = Felony Vehicle</div> <div>EF-A = Felony Vehicle - Occupant(s) Armed</div> </div>		QRI <input type="text"/>		
<div> <div> * Vehicle Make <input type="text"/> </div> <div> Vehicle Model <input type="text"/> </div> <div> * Vehicle Style <input type="text"/> </div> <div> * VIN # <input type="text"/> </div> </div>				
License Month <input type="text"/>	License Year <input type="text"/>	License State <input type="text"/>	License Type <input type="text"/>	* License # <input type="text"/>
* Stolen From Address <input type="text"/>	* Stolen From Street <input type="text"/>	* Stolen From City <input type="text"/>		
Reason for Towing <input type="text"/>		Towed To <input type="text"/>	Phone # <input type="text"/>	Inventory # <input type="text"/>
Requested By <input type="text"/>	Towed By <input type="text"/>	Hold <input type="text"/>	Authorized <input type="text"/>	

EV - Enter Vehicle									
Header Information									
* Message Key		ORI							
EV1T = Towed or Tagged Vehicle		<div> <div>IL08496Y6 = ISP DOA TECHNOLOGY SERVICES IL</div> <div>IL042013N = JERSEY CO 911 IL</div> <div>IL0420100 = PD GRAFTON IL</div> <div>IL0420000 = SO JERSEY CO IL</div> </div>							
Vehicle Information									
* Date of Theft									
Vehicle Color		* Vehicle Year		Model		* Vehicle Style		* VIN #	
Owner-applied #									
License Month		License Year		License State		License Type		* License #	
* Towed From Address		* Towed from Steet		* Towed From City					
* Reason for Towing				* Towed To		Phone #		Inventory #	
* Requested By		* Towed By		Hold		* Authorized			

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

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