CJIS-015 (09/2014)
MICHIGAN STATE POLICE
Criminal Justice Information Center

NONCRIMINAL JUSTICE AGENCY
LOCAL AGENCY SECURITY OFFICER APPOINTMENT

AUTHORITY: 1974 PA 163; MCL 28.215, E.R.O. No. 2008-2, MCL 28.162, and R 28.5201. **COMPLIANCE:** MANDATORY

All Noncriminal Justice Agencies (NCJA) that have access to Criminal History Record Information (CHRI), a subset of Criminal Justice Information, shall appoint a security point of contact known as a Local Agency Security Officer (LASO). The LASO can be, but is not required to be, the NCJA department head (e.g., superintendent, president, director, etc.).

A change in appointment of the LASO must be reported to the Michigan State Police, Criminal Justice Information Center. A change in LASO can be reported by returning this completed form through one of the preferred methods listed below.

Send Completed Form To:	**For Additional Information:**
Michigan Department of State Police Criminal Justice Information Center ATTN: Security and Access Section P.O. Box 30634 Lansing, MI 48909-0634 **OR:** E-mail: MSP-CJIC-ATS@michigan.gov **OR:** Fax: (517) 241 - 0865	FBI CJIS SECURITY POLICY **Questions / Comments:** Phone: (517) 241 - 0621

I. LASO Information			
Appointed LASO (First Name, Last Name, M.I.)	Agency Name		Agency ID
Agency Address	City	State	Zip Code
Work Phone Number	Fax Number		
Email Address			

II. Approval	
Printed Name of Agency Head and Title	Date