



Oregon

Kate Brown, Governor

Department of State Police
Central Records Section
255 Capitol Street NE, 4th Floor
Salem, OR 97310
(503) 378-3725 x44444
FAX (503) 363-5475

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Dan Lucas, Chief Editor
Oregon Catalyst
dan_lucas@ymail.com

Request #: 47852

RE: QUESTION ABOUT BACKUPS FOR FICS

This is in response to your request received on August 16, 2015. Please see the attached answer(s) from our CJIS Division.

If you have any questions, please contact me at (503)934-0409.

Sincerely,

Erin Redding, Central Records Supervisor
Central Records Section

Response to email request from Dan Lucas on 8/16/15

Retention of FICS Related Records

ORS 166.412 (7)(a) allows OSP to retain the information obtained during a request for a firearms background check for no more than 5 years. However OSP internal policy is as follows:

- **Approved**, with no potential prohibitors: Purge after 10 days of completing the transaction
- **Approved**, but initially delayed for further research due to missing information:
 - An Oregon record that OSP can update resulting in a complete record for subsequent purchases: Purge after 10 days of completing the transaction.
 - An out of state record that OSP cannot update: Retain for up to the 5 year period allowed in statute. Purge after no more than 5 years of completing the transaction. This will assist both the unit and the purchaser from having to duplicate a delay or research efforts until such time as the other state updates their records.
- **Denied**: Retain for up to the 5 year period allowed in statute. Purge after no more than 5 years of completing the transaction.

Operational data backup schedules have been aligned with this retention schedule. Therefore the above retained periods also apply to the purge schedule for any backup copy of transaction data.