

Kansas Criminal Justice Information System

Local Agency Network Sharing Agreement

This agreement provides for _____, ORI # _____ hereafter referred to as the **User Agency**, to access the local criminal justice network (LAN) of _____, ORI # _____ hereafter referred to as the **Serving Agency** with respect to the provisions as indicated below.

The User Agency...:

- Personnel will present appropriate picture identification and credentials certifying their association with **User Agency**. The **Serving Agency** may run back ground checks as they deem necessary to ensure to their own satisfaction that the requesting personnel may be granted access to their physical secure facilities.
- Personnel will sign a KCJIS 208 security awareness statement to be filed at the **Serving Agency**.
- Is responsible for any technical support regarding the computing devices introduced into the **Serving Agency's** LAN unless otherwise agreed upon by both agencies.
- Shall immediately remove any computing devices from the **Serving Agency** LAN should it be determined that the device may be infected with a virus or other malware, or otherwise is adversely affecting the **Serving Agency's** LAN.
- Will treat any configuration information specific to the **Serving Agency's** LAN as confidential and will not retain beyond its usefulness to fulfill this agreement.

The Serving Agency ...:

- Will provide designated **User Agency** personnel with networking information needed to setup their equipment for access to the **Serving Agency's** LAN.
- Will maintain management control of their Criminal Justice LAN according to FBI and KCJIS security policies.

Additional conditions agreed upon between the agencies may be appended to this agreement.

Both agencies agree to abide by all rules, policies and procedures of FBI CJIS, NCIC, NLETS, and KCJIS, and any amendments thereto.

The Serving Agency has the right to immediately suspend or terminate access to the Serving Agency's LAN if either security or dissemination policies adopted by FBI CJIS, NCIC, NLETS, or KCJIS are violated. The Serving Agency may reinstate access to its LAN upon receipt of satisfactory assurances from the User Agency that any violations have been corrected.

This agreement shall terminate upon mutual agreement of the agencies or upon determination by the Kansas CJIS Systems Agency that either party is in non-compliance with the security or dissemination policy requirements adopted by NCIC, FBI CJIS or KCJIS.

User Agency Head (or Designee) Signature

Printed Name / Title

Date

Serving Agency Head (or Designee) Signature

Printed Name / Title

Date

Return a copy to: Kansas Highway Patrol Attn: CJIS Unit
122 SW 7th Street
Topeka, KS 66603-3847
Fax: (785) 296-0958
Email: khpcjis@khp.ks.gov