



# PREPROPOSAL STATEMENT OF INQUIRY

**CR-101 (June 2004)**  
(Implements RCW 34.05.310)  
Do **NOT** use for expedited rule making

**Agency:** Washington State Patrol

**Subject of possible rule making:** Report Contents (PCN Requirement for Dispositions)

**Statutes authorizing the agency to adopt rules on this subject:** Chapters 10.97 and 43.43 RCW

**Reasons why rules on this subject may be needed and what they might accomplish:** In 2015, the Washington State Auditor's Office (SAO) conducted a performance audit on improving the completeness of criminal history records. One of the audit recommendations is for the Washington State Patrol (WSP) to seek changes to the statute/rule to require that a Process Control Number (PCN) be entered for every disposition. The proposed changes will provide clean up to WAC 446-16-070 to require a PCN to be entered.

**Identify other federal and state agencies that regulate this subject and the process coordinating the rule with these agencies:** Administrative Office of the Courts and Attorney General's Office – Prosecutors and courts enter the dispositions into the system. The requirement to enter the Process Control Numbers would occur at the time the disposition is entered. The agency will keep these entities and other stakeholders informed of the proposed changes throughout the rulemaking process.

**Process for developing new rule (check all that apply):**

- Negotiated rule making
- Pilot rule making
- Agency study
- Other (describe) Collaborative rulemaking.

**How interested parties can participate in the decision to adopt the new rule and formulation of the proposed rule before publication:**

(List names, addresses, telephone, fax numbers, and e-mail of persons to contact; describe meetings, other exchanges of information, etc.)

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**DATE**  
May 25, 2016

**NAME (TYPE OR PRINT)**  
John R. Batiste

**SIGNATURE**

**TITLE**  
Chief

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**WSR 16-12-056**