



# FAMILY INDEPENDENCE ADMINISTRATION

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## POLICY BULLETIN #07-59-SYS

### FINGER IMAGING REQUIREMENTS FOR REAPPLICANTS

<b>Date:</b> May 17, 2007	<b>Subtopic(s):</b> AFIS Exemption Indicator
<p> This procedure can now be accessed on the FIAweb.</p>          <p> Please use Print on Demand to obtain copies of forms.</p>	<p>The purpose of this policy bulletin is to inform all Job Center and Non-Public Assistance Food Stamp (NPA FS) Office staff that an Automated Finger Imaging System (AFIS) Exemption Indicator value of <b>P</b> (Purged) has been added to the Welfare Management System (WMS). This policy bulletin serves as information for all other staff.</p> <p>The value <b>P</b> indicates that the AFIS record has been purged from the system. This indicator will be sent from the AFIS contractor (Sagem Morpho) to WMS via a weekly flag file. An AFIS record is purged from the AFIS database in the following instances:</p> <ul style="list-style-type: none"><li>• The AFIS record has been inactive for 12 months</li><li>• HRA resolves an AFIS match as an Administrative Error (Non-Fraud Match)</li><li>• Upon request by HRA.</li></ul> <p>When an applicant reapplies for Public Assistance or food stamps and his/her Client Identification Number (CIN) has an associated AFIS indicator of <b>P</b>, the applicant <u>must</u> be referred for finger imaging per current procedure.</p> <p><i>Effective Immediately</i></p> <p><b>Related Items:</b></p> <p><a href="#">PD #05-03-ELI</a> Finger Imaging For Public Assistance Cases <a href="#">PD #06-05-SYS</a> Welfare Management System (WMS) Software Release Version 2006.1</p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?  
Call 718-557-1313 then press 2 at the prompt followed by 765 or  
send an e-mail to *FIA Call Center*