CCBI Criminal Arrest Record Portal
User Instruction Guide

Table of Contents
Accessing the site .............................................................................................................................................. 2
Paging Through Arrest Photos ......................................................................................................................... 3
Searching Using Criteria .................................................................................................................................. 4
Viewing Arrest History ..................................................................................................................................... 6
“Last 48 Hours of Arrests” ............................................................................................................................... 9
Downloading Bulk Data ..................................................................................................................................... 10
Charge Abbreviations: ........................................................................................................................................ 13
Accessing the site

Click on the link provided on the website or type the following URL: https://dwslivescan.co.wake.nc.us/mug/Disclaimer.aspx. Review the provided disclaimer and click “I Agree”.

Arrest photos may be accessed in different ways:

- From the “Last 48 Hours of Arrests” link
- By paging through displays of arrest photos
- By searching using specified criteria
Paging Through Arrest Photos

Each page contains eight (8) arrest photos. To navigate forward or back, click on the arrows:

Arrest photos are listed in descending date and time order, with the most recent photograph appearing at the top left portion of the screen:
Searching Using Criteria

Arrest photos may be searched by a variety of criteria:

- Last Name
- First Name
- Middle Name
- Arrest Date-Time (this can be one day or a date range)
- Arresting Agency
- Sex

To further narrow search results, you may choose multiple criteria at once. For example, the search below will show all females arrested by Raleigh Police Department from 12:01 AM on February 1, 2014, through 11:59 PM on February 4, 2014:
To search once you have entered criteria, click the “Search” button:

To clear search criteria, click the “Reset” button:

Note: Search all possible name variations. The name search criteria fields are very specific to spelling. If an individual has provided multiple names or different variations of the same name upon arrest, the search data must duplicate the data entered at the time of arrest to return results.
Viewing Arrest History

To view arrest history on an individual, click on the arrest photo. This will bring up a detail screen regarding the arrest. It will tell you the arrestee’s name, age, sex, and all charges associated with that arrest:

<table>
<thead>
<tr>
<th>Date</th>
<th>Statute</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>02-21-2014</td>
<td>15A-543(C)</td>
<td>FTA-POSS MTBV/U-WM NOT 19/20, SIMPLE POSS SCH III</td>
</tr>
<tr>
<td>02-21-2014</td>
<td>15A-543(C)</td>
<td>FTA-UNSEAL WINE/LIQ IN PASS AREA, DWI</td>
</tr>
</tbody>
</table>
To see an individual’s criminal history, click on the “Criminal History” button at the top of the page:

This will take you to the following screen:
If you choose “Criminal History Report,” you will get a report of all Wake County arrests for this individual since April 27, 2007:

To print the Criminal History Report, click the “Print” button on the far left of the screen:

To return to the arrest photos home page, click the “Return” button on the far right of the screen:
“Last 48 Hours of Arrests”

To view a list of people arrested within the last forty eight (48) hours, click on the “Last 48 Hours of Arrests” link on the right part of the screen:

You will see a list, most recently processed first, of people arrested within the last 48 hours. This list includes the arrestee’s name, the date of arrest, the criminal charge, the arresting agency, the arrest location, and the arrestee’s employer:

To view an arrestee’s photo from the “Last 48 Hours of Arrests” screen, click on the “Display” link next to the arrestee’s name:
Downloading Bulk Data

The bulk data download capability allows users to view up to six (6) months worth of arrest data or download six (6) months of data into a spreadsheet for filtering purposes for each search. This data is available from April 27, 2007 to present.

Upon entering the site, look for and click the Bulk Export link in the upper right-hand corner of the screen.

Using the date fields, enter the start date and end date in the search fields (MM/DD/YYYY) and click find.
In order to format the data in a filterable manner, the data must be downloaded. Click on Save.

Open or save the corresponding download.
Charge Abbreviations:

AWDW: Assault With a Deadly Weapon
AWDWITK: Assault With a Deadly Weapon with Intent to Kill
CONSP: Conspiracy
CS: Controlled Substance
DOA: Date of Arrest
DV: Domestic Violence
DWI: Driving While Impaired
DWLR: Driving While License Revoked
F or FEL: Felony
FTA: Failure to Appear
GJI: Grand Jury Indictment
LARC: Larceny
M or MISD: Misdemeanor
NOL: No Operator’s License
PWISD: Possession with Intent to Distribute
SWOP: Service Without Process