



MUSKEGON LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM (MLERMS)

AGENCY SECURITY OFFICER (ASO)

APPOINTMENT

All local agencies that have access to the Muskegon Law Enforcement Records Management System (MLERMS) shall appoint a security point of contact, known as an Agency Security Officer (ASO). The ASO can be, but is not required to be, the agency's Law Enforcement Information Network (LEIN) LASO or Terminal Agency Coordinator (TAC).

Agencies must notify the Muskegon Central Dispatch 9-1-1 Computer Services within 10 days of the ASO appointment and/or change in appointment.

| | | | |
|---------------------------|---------------|------------|-----|
| Agency Name | | Agency ORI | |
| Address | City | State | ZIP |
| Phone Number | Fax Number | | |
| LASO Name (print or type) | | | |
| Address | City | State | ZIP |
| Phone Number | Fax Number | | |
| Cellular Phone Number | Email Address | | |

| | |
|--------------------------------|------|
| Agency Head Approval Signature | Date |
| Agency Head Approval Printed | Date |

Return completed form to:
 Muskegon Central Dispatch 9-1-1
 770 Terrace Street
 Muskegon, MI 49440

