

Transfer Reply

28 Steps [View most recent version](#) 

Created by

Xavier Donnelly

Creation Date

Jan 18, 2024

Last Updated

Apr 04, 2024



STEP 1

Click 'View' to start or resume a Reply to Transfer.

You can also start a transfer reply from the assistance screen or compact workload.

Sex: Male
National Origin: United States of America
Gang Affiliation: —

Action	
	Reply to Transfer Request - awaiting completion t



STEP 2

Proceed to Information.



ICOTS

Interstate Compact Offender Tracking System nciscoffice@gmail.com | Logout

Assistants | Compact Workload | Offenders | Reports | Users | Administrators | Help

transfer Request Reply

Transfer Reply for John Black [More help](#)

Select **Start** next to the topic that you want to visit. When you're finished entering all of the information, select **Submit**

Topics	Progress	
Review Offender Information	<input type="checkbox"/>	Start
Review Offender's Application	—	View
Review Offender Address	<input type="checkbox"/>	Start
Review Transfer Reason	<input type="checkbox"/>	Start
Review Transfer Justification	<input type="checkbox"/>	Start
Review Employment / Means of Support	<input type="checkbox"/>	Start
Review Offense Details	—	View
Review Institutional History	—	View
Review Contact Restrictions	—	View
Review Protective Orders	—	View
Review Sex Offender Details	—	View
Review Victim Sensitivity	—	View
Review Investigation Reports	—	View
Review Supervision History	—	View
Review Financial Obligations	—	View
Names and Relationships of Others Residing In Home	<input type="checkbox"/>	Start
Supervision Conditions Imposed by the Receiving State	<input checked="" type="checkbox"/>	Edit
Review Offender Photographs	—	View
Conditions State Cannot Comply With	<input type="checkbox"/>	Start
Accept or Reject Request	<input type="checkbox"/>	Start

[Preview](#) [Submit](#)

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base



STEP 3

Select 'Yes.' Note: Corrections to demographic data can be made without rejecting the case.

Est. 2001 Interstate Compact Offender Tracking System ncscoffice

Assistants Compact Workload ? Offenders ? Reports ? Users Administrators Help

Transfer Request Reply

Review Offender Information for John Black ?

Has the information below been reviewed?

Yes
 No

Offender Information



ICOTS Case #: 730264
ICOTS Offender #: 750066
Name: John Black
Alias: —
SSN: 525-46-1678
FBI #: 11663C3
Sendina State: Texas



STEP 4

Click on continue.

tion for John Black

en reviewed?

OTS Case #: 730264
Offender #: 750066
Name: John Black
Alias: —
SSN: 525-46-1678
FBI #: 11663C3
Residing State: Texas
Origin State #: —
Living State: North Carolina
Origin State #: —
DOB: 08/12/1963
Race: White
Sex: Male
National Origin: United States of America
Religious Affiliation: —

[Save & Continue](#)

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base

STEP 5

Proceed to Address.

 **ICOTS**
Interstate Compact Offender Tracking System nciscollfco@gmail.com | Logout

Assistants Compact Workload Offenders Reports Users Administrators Help

Transfer Request Reply

Transfer Reply for John Black [More help](#)

Select **Start** next to the topic that you want to visit. When you're finished entering all of the information, select **Submit**.

Topics	Progress	
Review Offender Information	<input checked="" type="checkbox"/>	Edit
Review Offender's Application	—	View
Review Offender Address	<input type="checkbox"/>	Start
Review Transfer Reason	<input type="checkbox"/>	Start
Review Transfer Justification	<input type="checkbox"/>	Start
Review Employment / Means of Support	<input type="checkbox"/>	Start
Review Offense Details	—	View
Review Institutional History	—	View
Review Contact Restrictions	—	View
Review Protective Orders	—	View
Review Sex Offender Details	—	View
Review Victim Sensitivity	—	View
Review Investigation Reports	—	View
Review Supervision History	—	View
Review Financial Obligations	—	View
Names and Relationships of Others Residing In Home	<input type="checkbox"/>	Start
Supervision Conditions Imposed by the Receiving State	<input checked="" type="checkbox"/>	Edit
Review Offender Photographs	—	View
Conditions State Cannot Comply With	<input type="checkbox"/>	Start
Accept or Reject Request	<input type="checkbox"/>	Start

[Preview](#) [Submit](#)

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base



STEP 6

Select 'Yes;' If address is not viable, select 'No' and explain. Note Editorial corrections to address can be made without rejecting the case.

ICOTS
Interstate Compact Offender Tracking System

Assistants Compact Workload Offenders Reports Users Administrators Help

Transfer Request Reply

Review Offender Address for John Black

Has the information below been verified and is acceptable?

Yes
 No

Primary Residence

Address One: 5122 West Market St
Address Two:
City: Greensboro
State: North Carolina
Zip: 27409
Phone:

Back

Copyright 2024 © Interstate Commission for Ad



STEP 7

Click on continue.

ICOTS
Interstate Compact Offender Tracking System
nciscoffice@gmail.com | Logout

Assistants Compact Workload Offenders Reports Users Administrators Help

Transfer Request Reply

Review Offender Address for John Black

Has the information below been verified and is acceptable?

Yes
 No

Primary Residence

Address One: 5122 West Market St
Address Two:
City: Greensboro
State: North Carolina
Zip: 27409
Phone:

[Back](#) [Save & Continue](#)

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base

STEP 8

Proceed to transfer reason.

ICOTS
Interstate Compact Offender Tracking System
nciscoffice@gmail.com | Logout

Assistants Compact Workload Offenders Reports Users Administrators Help

transfer Request Reply

transfer Reply for John Black [More help](#)

Select **Start** next to the topic that you want to visit. When you're finished entering all of the information, select **Submit**

Topics	Progress	
Review Offender Information	<input checked="" type="checkbox"/>	Edit
Review Offender's Application	—	View
Review Offender Address	<input checked="" type="checkbox"/>	Edit
Review Transfer Reason	<input type="checkbox"/>	Start
Review Transfer Justification	<input type="checkbox"/>	Start
Review Employment / Means of Support	<input type="checkbox"/>	Start
Review Offense Details	—	View
Review Institutional History	—	View
Review Contact Restrictions	—	View
Review Protective Orders	—	View
Review Sex Offender Details	—	View
Review Victim Sensitivity	—	View
Review Investigation Reports	—	View
Review Supervision History	—	View
Review Financial Obligations	—	View
Names and Relationships of Others Residing In Home	<input type="checkbox"/>	Start
Supervision Conditions Imposed by the Receiving State	<input checked="" type="checkbox"/>	Edit
Review Offender Photographs	—	View
Conditions State Cannot Comply With	<input type="checkbox"/>	Start
Accept or Reject Request	<input type="checkbox"/>	Start

[Preview](#) [Submit](#)

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base



STEP 9

Select 'Yes.'

If you choose 'N' explain why reason may not be valid or meets transfer qualifications

**ICOTS**
Interstate Compact Offender Tracking System [nciscoffice@gmail.com](#) | [Logout](#)

[Assistants](#) [Compact Workload](#) [Offenders](#) [Reports](#) [Users](#) [Administrators](#) [Help](#)

Transfer Request Reply

Review Transfer Reason for John Black

Has the information below been reviewed?

Yes
 No

Transfer Reason

Resident family AND Employment or Means of Support

Residence Address

Address One: 5122 West Market St.
Address Two:
City: Greensboro
State: North Carolina
Zip: 27409
Phone: 336-509-7956

Offender Lives

Relationship: parent
Name: Joanna
Phone: 336-509-7956

Offender Employment

Means of Support

Offender Black is on SSI. Offender is mentally disabled. Offender's mother will assist with anything that offender may need.



STEP 12

Select 'Yes;' If you choose No, provide an explanation as to your findings of inaccuracies provided in the sending state's justification.



Interstate Compact Offender Tracking System ncisoffice@gm

Assistants Compact Workload **Offenders** Reports Users Administrators Help

Transfer Request Reply

Review Transfer Justification for John Black ?

Does the information below justify the reason for transfer?

Yes
 No

Justification Details

Offender will needs the help of his mother do to his disability. Offender has no other means of

[Back](#)

Copyright 2024 © Interstate Commission for Adult



STEP 13

Click continue.

A screenshot of a web form. The form has a header bar, a main content area, and a footer. In the main content area, there is a large empty rectangular box. Below this box, on the right side, is a blue button with white text that says "Save & Continue". Below the button, on the left side, is a link that says "dgc Base".

STEP 14

Proceed to Employment & Means of Support.

A screenshot of the ICOTS (Interstate Compact Offender Tracking System) web application. The page title is "transfer Request Reply" for "John Black". The page shows a progress table with the following data:

Topics	Progress	Action
Review Offender Information	<input checked="" type="checkbox"/>	Edit
Review Offender's Application	<input type="checkbox"/>	View
Review Offender Address	<input checked="" type="checkbox"/>	Edit
Review Transfer Reason	<input checked="" type="checkbox"/>	Edit
Review Transfer Justification	<input checked="" type="checkbox"/>	Edit
Review Employment / Means of Support	<input type="checkbox"/>	Start
Review Offense Details	<input type="checkbox"/>	View
Review Institutional History	<input type="checkbox"/>	View
Review Contact Restrictions	<input type="checkbox"/>	View
Review Protective Orders	<input type="checkbox"/>	View
Review Sex Offender Details	<input type="checkbox"/>	View
Review Victim Sensitivity	<input type="checkbox"/>	View
Review Investigation Reports	<input type="checkbox"/>	View
Review Supervision History	<input type="checkbox"/>	View
Review Financial Obligations	<input type="checkbox"/>	View
Names and Relationships of Others Residing In Home	<input type="checkbox"/>	Start
Supervision Conditions Imposed by the Receiving State	<input checked="" type="checkbox"/>	Edit
Review Offender Photographs	<input type="checkbox"/>	View
Conditions State Cannot Comply With	<input type="checkbox"/>	Start
Accept or Reject Request	<input type="checkbox"/>	Start

At the bottom of the table, there are two buttons: "Preview" and "Submit".

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base



STEP 15

Select 'Yes;' If you choose 'No,' provide an explanation as to your findings of inaccuracies provided in the sending state's reported employment or means of support.

Interstate Compact Offender Tracking System nciscooffice

Assistants Compact Workload ? Offenders ? Reports ? Users Administrators Help

Transfer Request Reply

Review Employment / Means of Support for John Black ?

Has the information below been verified and is acceptable?

Yes
 No

Offender Employment
No employment information was submitted.

Means of Support
Offender Black is on SSI. Offender is mentally disabled. Offender's mother will assist with anything t

Back

Copyright 2024 © Interstate Commission f



STEP 16

Click continue.

at offender may need.

[Save & Continue](#)

Adult Offender Supervision / [ICOTS Knowledge Base](#)



STEP 17

Review other data from this screen or from the activity on the profile screen if not previously review prior to investigating the plan.

ICOTS
Interstate Compact Offender Tracking System ncisoffice@gmail.com | Logout

Assistants Compact Workload Offenders Reports Users Administrators Help

Transfer Request Reply

Transfer Reply for John Black [More help](#)

Select **Start** next to the topic that you want to visit. When you're finished entering all of the information, select **Submit**

Topics	Progress	
Review Offender Information	✓	Edit
Review Offender's Application	—	View
Review Offender Address	✓	Edit
Review Transfer Reason	✓	Edit
Review Transfer Justification	✓	Edit
Review Employment / Means of Support	✓	Edit
Review Offense Details	—	View
Review Institutional History	—	View
Review Contact Restrictions	—	View
Review Protective Orders	—	View
Review Sex Offender Details	—	View
Review Victim Sensitivity	—	View
Review Investigation Reports	—	View
Review Supervision History	—	View
Review Financial Obligations	—	View
Names and Relationships of Others Residing In Home	<input type="checkbox"/>	Start
Supervision Conditions Imposed by the Receiving State	✓	Edit
Review Offender Photographs	—	View
Conditions State Cannot Comply With	<input type="checkbox"/>	Start
Accept or Reject Request	<input type="checkbox"/>	Start

[Preview](#) [Submit](#)

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base

STEP 18

Proceed to Name and Relationships of Others Residing in the Home.

Review Offender's Application	—	View
Review Offender Address	✓	Edit
Review Transfer Reason	✓	Edit
Review Transfer Justification	✓	Edit
Review Employment / Means of Support	✓	Edit
Review Offense Details	—	View
Review Institutional History	—	View
Review Contact Restrictions	—	View
Review Protective Orders	—	View
Review Sex Offender Details	—	View
Review Victim Sensitivity	—	View
Review Investigation Reports	—	View
Review Supervision History	—	View
Review Financial Obligations	—	View
Names and Relationships of Others Residing In Home	<input type="checkbox"/>	Start
Supervision Conditions Imposed by the Receiving State	✓	Edit
Review Offender Photographs	—	View
Conditions State Cannot Comply With	<input type="checkbox"/>	Start
Accept or Reject Request	<input type="checkbox"/>	Start

[Preview](#) [Submit](#)

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base



STEP 19

Select Yes.



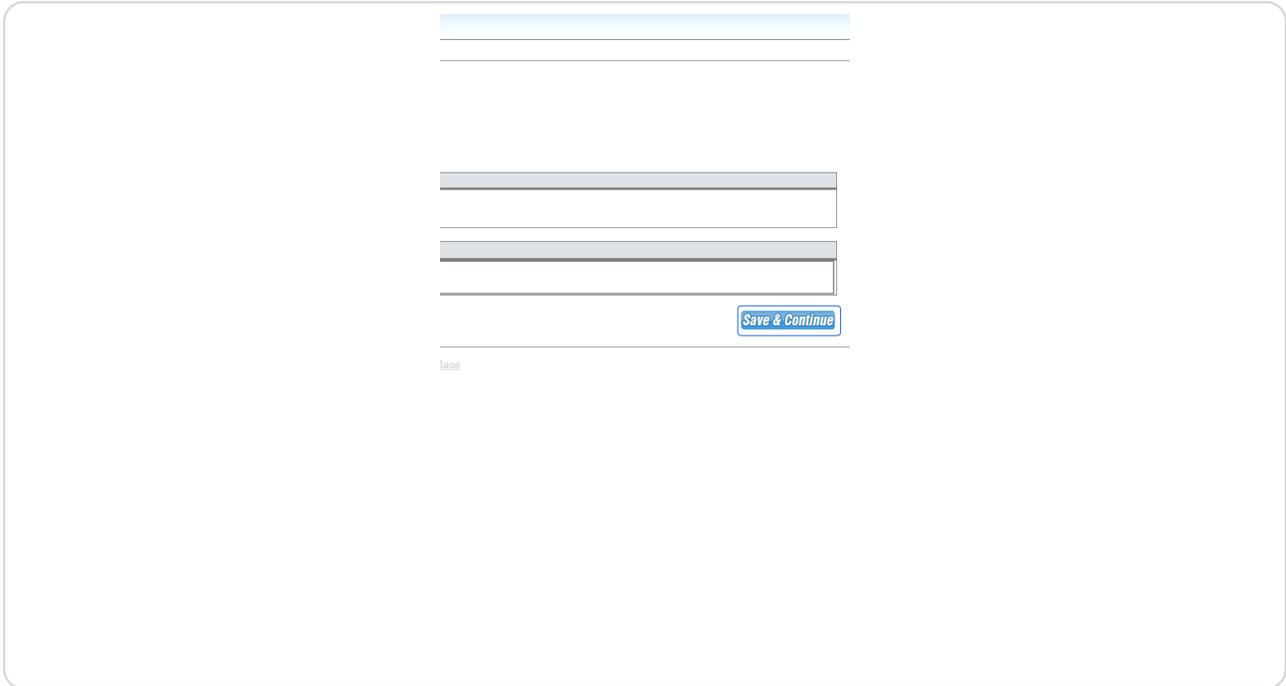
The screenshot displays the ICOTS (Interstate Compact Offender Tracking System) web application. The header includes the ICOTS logo and the text "Interstate Compact Offender Tracking System" and "nciscoffice@gmail.com | Logout". A navigation menu contains "Assistants", "Compact Workload", "Offenders", "Reports", "Users", "Administrators", and "Help". The main content area is titled "Transfer Request Reply" and "Names and Relationships of Others Residing In Home of John Black". A question asks "Are there other residents in this home?" with radio buttons for "Yes" (selected) and "No". Below this is a section for "Offender Residence" with the address "5122 West Market St, Greensboro, North Carolina 27409". A blue arrow points to a "+" icon in the "Others Residing in Home" section, with the text "Use the + tool to add names and relationships of all residing in the home". The "Others Residing in Home" section contains a table with one entry: Name: Joanna, Relationship: parent, Date of Birth: MM/DD/YYYY. A "Back" button is located at the bottom left of the form area. The footer contains the copyright notice: "Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base".



STEP 20

Click continue.

Note: Additional residents can also be provided via the Profile screen Address tab.



The screenshot shows a web form with the following elements:

- A light blue header bar at the top.
- Two horizontal lines below the header.
- A grey header bar for a section.
- Two input fields below the grey header bar.
- A blue button labeled "Save & Continue" positioned to the right of the second input field.
- A small "Name" label below the first input field.



STEP 21

Proceed to Supervision Conditions Imposed by Receiving State.

Note: Conditions must be consistent with conditions imposed on instate convicted individuals.

Review Sex Offender Details	—	View
Review Victim Sensitivity	—	View
Review Investigation Reports	—	View
Review Supervision History	—	View
Review Financial Obligations	—	View
Names and Relationships of Others Residing In Home	<input type="checkbox"/>	Start
Supervision Conditions Imposed by the Receiving State	<input type="checkbox"/>	Start
Review Offender Photographs	—	View
Conditions State Cannot Comply With	<input type="checkbox"/>	Start
Accept or Reject Request	<input type="checkbox"/>	Start

[Preview](#) [Submit](#)

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base

STEP 22

Select Yes and ICOTS prompts to enter the conditions.

Interstate Compact Offender Tracking System

Assistants Compact Workload ? Offenders ? Reports ? Users

Transfer Request Reply

Supervision Conditions Imposed by the Receiving State

Does your state wish to impose any additional Supervision Conditions ?

Yes
 No

Detail below the conditions of supervision imposed by the receiving state

New Record

Condition:

Attachment: No file chosen

[Add](#)



STEP 23

Select 'No' if no additional conditions will be imposed at transfer.

Note: Conditions can be added during supervision at anytime, but must be communicated to the sending state using a progress report.

Assistants Compact Workload ? Offenders ? Reports ? Users

Transfer Request Reply

Supervision Conditions Imposed by the Receiving State

Does your state wish to impose any additional Supervision Conditions ?

Yes

No

[Back](#)

Copyright 2024 © Interstate Commission for



STEP 24

Proceed to Conditions State Cannot Comply With.

**ICOTS**
Interstate Compact Offender Tracking System nciscoffice@gmail.com | Logout

[Assistants](#) | [Compact Workload](#) | [Offenders](#) | [Reports](#) | [Users](#) | [Administrators](#) | [Help](#)

transfer Request Reply

Transfer Reply for John Black [More help](#)

Select **Start** next to the topic that you want to visit. When you're finished entering all of the information, select **Submit**

Topics	Progress	
Review Offender Information	<input checked="" type="checkbox"/>	Edit
Review Offender's Application	—	View
Review Offender Address	<input checked="" type="checkbox"/>	Edit
Review Transfer Reason	<input checked="" type="checkbox"/>	Edit
Review Transfer Justification	<input checked="" type="checkbox"/>	Edit
Review Employment / Means of Support	<input checked="" type="checkbox"/>	Edit
Review Offense Details	—	View
Review Institutional History	—	View
Review Contact Restrictions	—	View
Review Protective Orders	—	View
Review Sex Offender Details	—	View
Review Victim Sensitivity	—	View
Review Investigation Reports	—	View
Review Supervision History	—	View
Review Financial Obligations	—	View
Names and Relationships of Others Residing In Home	<input checked="" type="checkbox"/>	Edit
Supervision Conditions Imposed by the Receiving State	<input checked="" type="checkbox"/>	Edit
Review Offender Photographs	—	View
Conditions State Cannot Comply With	<input type="checkbox"/>	Start
Accept or Reject Request	<input type="checkbox"/>	Start

[Preview](#) [Submit](#)

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base



STEP 25

Check any conditions your state cannot comply with and provide an explanation. Click continue.

ICOTS
Interstate Compact Offender Tracking System ncisoffice@gmail.com | Logout

Assistants Compact Workload Offenders Reports Users Administrators Help

Transfer Request Reply

Conditions State Cannot Comply With for John Black

Review each of the offender's conditions of supervision and indicate those your state cannot comply with.

Cannot Comply	Supervision Condition	Attachment
<input type="checkbox"/>	Anger Management	---
<input type="checkbox"/>	Special Condition: J&S	---
<input type="checkbox"/>	TX Standard Condition: Offender will abide by all standard conditions of probation for the state of New Mexico.	---

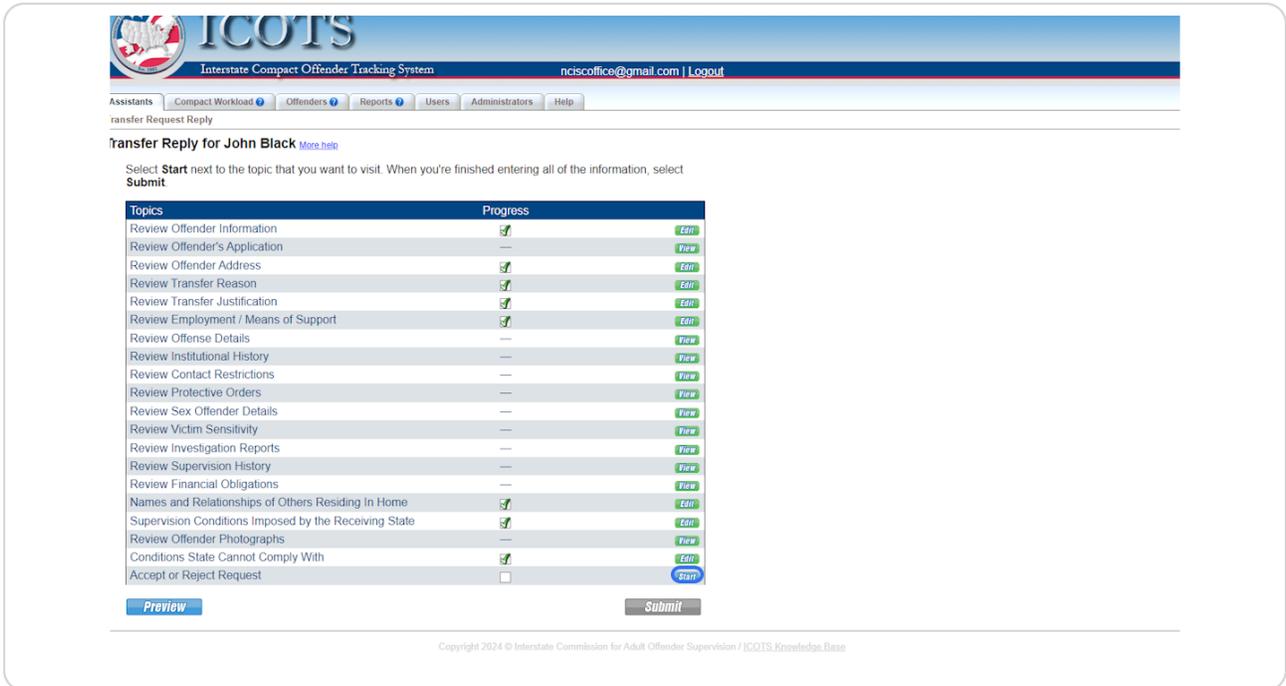
[Back](#) [Save & Continue](#)

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base



STEP 26

Proceed to Decision-Accept or Reject Request.



The screenshot displays the ICOTS (Interstate Compact Offender Tracking System) interface. At the top, there is a navigation bar with the ICOTS logo and the text "Interstate Compact Offender Tracking System" and "nciscoffice@gmail.com | Logout". Below this is a menu with options: Assistants, Compact Workload, Offenders, Reports, Users, Administrators, and Help. The main content area is titled "Transfer Reply for John Black" with a "More help" link. A message states: "Select **Start** next to the topic that you want to visit. When you're finished entering all of the information, select **Submit**".

Topics	Progress	
Review Offender Information	<input checked="" type="checkbox"/>	Edit
Review Offender's Application	—	View
Review Offender Address	<input checked="" type="checkbox"/>	Edit
Review Transfer Reason	<input checked="" type="checkbox"/>	Edit
Review Transfer Justification	<input checked="" type="checkbox"/>	Edit
Review Employment / Means of Support	<input checked="" type="checkbox"/>	Edit
Review Offense Details	—	View
Review Institutional History	—	View
Review Contact Restrictions	—	View
Review Protective Orders	—	View
Review Sex Offender Details	—	View
Review Victim Sensitivity	—	View
Review Investigation Reports	—	View
Review Supervision History	—	View
Review Financial Obligations	—	View
Names and Relationships of Others Residing In Home	<input checked="" type="checkbox"/>	Edit
Supervision Conditions Imposed by the Receiving State	<input checked="" type="checkbox"/>	Edit
Review Offender Photographs	—	View
Conditions State Cannot Comply With	<input checked="" type="checkbox"/>	Edit
Accept or Reject Request	<input type="checkbox"/>	Start

At the bottom of the table, there are two buttons: "Preview" and "Submit".

Copyright 2024 © Interstate Commission for Adult Offender Supervision / ICOTS Knowledge Base



STEP 27

Select 'Accepted,' ICOTS will then prompt for reporting instructions or list the reporting instructions if previously provided.

Assistants Compact Workload ? Offenders ? Reports ? User

Transfer Request Reply

Accept or Reject Request for John Black ?

Intended Departure Date:

Is this offender's Transfer Request accepted or rejected?

Accepted
 Rejected

Reporting Instructions

• Date to Report: 

Time Frame _____

STEP 28

Select 'Rejected,' ICOTS will then prompt for a detailed explanation for rejection.

Transfer Request Reply

Accept or Reject Request for John Black ?

Intended Departure Date:

Is this offender's Transfer Request accepted or rejected?

Accepted
 Rejected

Reason for Rejection

Reason

Incomplete
 Invalid Plan Of Supervision
 Other

Explanation _____



