



Texas Department of Transportation

VEHICLE TITLES AND REGISTRATION DIVISION • AUSTIN, TEXAS 78779-0001 • (512) 465-7611

August 24, 2001

Registration and Title Bulletin # 116-01

To: All County Tax Assessor-Collectors

Subject: House Bill 1922 - Relating to a Privacy Statement to Be Prominently Placed on All Forms Used to Collect Information

PURPOSE

To inform you of the provisions of House Bill 1922 (copy attached) which were enacted by the 77th Legislative Session. The department must be in compliance with the provisions of this bill by January 1, 2002.

DETAILS

This bill amends Subtitle A, Title 5, Government Code, by adding Chapter 559, Section 559.003, *Right To Notice About Certain Information Laws And Practices*. This new section requires each state governmental body that collects information about an individual by means of a form that the individual completes and files with the governmental body in a paper format or in an electronic format on an Internet site, to include on the paper form or Internet site the following customer entitlements:

- (1) with few exceptions, the individual is entitled on request to be informed about the information that the state governmental body collects about the individual;
- (2) under Sections 552.021 and 552.023 of the Government Code, the individual is entitled to receive and review the information; and
- (3) under Section 559.004 of the Government Code, the individual is entitled to have the state governmental body correct information about the individual that is incorrect.

DEPARTMENT ACTIONS

The following privacy statement will be added to the affected forms:

"With few exceptions, you are entitled to be informed about the information TxDOT collects about you. Texas Government Code, Sections 552.021, 552.023, and 559.004 further entitle you to receive and review the information on request, and to request the department correct any information about you that is deemed incorrect. Please contact the TxDOT Vehicle Titles and Registration Division, Customer Help Desk at (512) 465-7611 for further details."

We are in the process of identifying and revising the affected forms. You will be provided with the new versions as they are approved and printed.

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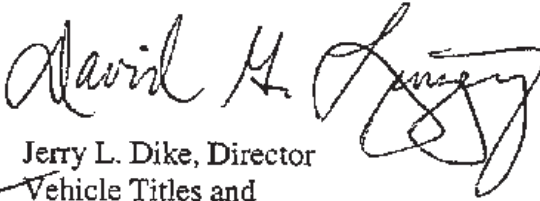
This bill gives the customer the "right" to correct, at no charge, the information collected by the department that is incorrect without having to go through a burdensome process. This does not include information that was correct at the time it was provided to the department. Therefore, there will be no change to the current standard operating policies/procedures for routine corrections such as title or address corrections. Requests for information will continue to be processed under current procedures. The personal information collected may still only be released in accordance with the provisions of the Driver's Privacy Protection Act (DPPA). For more information on DPPA, please refer to RTB 102-00.

The Registration and Title Manuals will be revised and you will receive the revised pages for inclusion in your manuals in the near future. Title 43, Texas Administrative Code, Chapter 3, Public Information, will be amended to implement this legislation.

VTR CONTACT PERSON (S)

If you have any questions, please contact the VTR Customer Help Desk at (512) 465-7611, or your local Vehicle Titles and Registration Regional Office.

Sincerely,


Jerry L. Dike, Director
Vehicle Titles and
Registration Division

JLD:wk

Attachment

cc: VTR Administration