



Texas Division of Emergency Management

STEAR Data Custodian Appointment Form

Each city and county that decides to participate in the State of Texas Emergency Assistance Registry (STEAR) program should assign a data custodian to act as the point of contact for registrants and for TDEM. Data custodians may be assigned for each jurisdiction. Multiple jurisdictions may want to pool their resources and share a data custodian especially in more rural communities. Please note, if you assign more than one individual to this position, provide an appointment form for each individual.

Jurisdiction(s)

List all cities and counties if data custodian will be responsible for more than one.

Data Custodian Information

Name

Title

Address

Work Phone

Mobile Phone

Fax

Email Address

By signing this document, you acknowledge that the STEAR database you are being provided access to contains private health information (PHI) and unauthorized use of this information is prohibited and protected by law. The information in the database will be used only for the purpose of planning for, responding to, and recovering from an emergency or disaster incident.

Signature of Data Custodian

Date

Printed Name of Local Approving Authority
(EMC, County Judge, or Mayor)

Signature of Local Approving Authority
(EMC, County Judge, or Mayor)

Please mail to:
Texas Department of Public Safety
Texas Division of Emergency Management
PO Box # 4087
Austin, TX 78773-0001
Attention: Charlotte Adams, Operations Section

Email to:
charlotte.adams@dps.texas.gov
or
STEAR@dps.texas.gov