Mission:
To maintain the integrity of the statewide Computerized Criminal History database by providing the most complete and accurate criminal history records possible.
The Error Resolution Unit (ERU)

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- Tommy Urias
- Derek Jones
- Lydia Perez
- Rebecca Roach
- Bethany Berger
The need to protect our nation’s citizens has led to heightened security measures in recent years. Precautions have been taken, as a result of these measures, which have yielded a dramatic increase in the utilization of the Computerized Criminal History Database (CCH).

The Error Resolution Unit (ERU) is responsible for analyzing, evaluating, researching, and updating incomplete and possibly inaccurate criminal history records. This is all done in an effort to provide the most accurate criminal history records possible.

The accuracy of the information reported to DPS is pertinent for all who access the database. In addition to law enforcement and judicial agencies, the database is also accessed by legislatively authorized entities to help determine eligibility for employment, immigration, voter registration, housing, and licensing, just to name a few.
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Chapter 66 Code of Criminal Procedure

During the 71\textsuperscript{st} Regular Session in 1989, the Texas Legislature made sweeping changes in the criminal justice system. House Bill 2335 and Senate Bill 41 created Chapter 60 of the Code of Criminal Procedures (CCP). In 2017, the 85\textsuperscript{th} Legislature passed House Bill 2931, revising certain provisions of the Code of Criminal Procedure, including adding Chapter 66 which replaced Chapter 60 in 2019.

Chapter 66 outlines and defines the Criminal Justice Information Systems (CJIS). The Texas Department of Public Safety (DPS) and the Texas Department of Criminal Justice (TDCJ) were called upon to create a comprehensive system that includes relevant data for criminal justice agencies responsible for the arrest, prosecution, adjudication and correction of criminal offenders.

This data is maintained in a statewide Computerized Criminal History (CCH) database.

- **Article 66.101. COMPUTERIZED CRIMINAL HISTORY SYSTEM DATABASE**
  - The Department of Public Safety shall record data and maintain the computerized criminal history system that serves as the record creation point for criminal history information maintained by the state.

- **Article 66.102 INFORMATION CONTAINED IN COMPUTERIZED CRIMINAL HISTORY SYSTEM**
  - Information relating to offenders, arrests, prosecutions, the disposition of cases by courts, sentencing, and the handling of offenders received by a correctional agency, facility, or other institution.

- **Article 66.252. REPORTING OF INFORMATION BY LOCAL ENTITIES**
  - Information for any case where an individual was arrested for a Felony or Misdemeanor offense Class B or greater, shall be reported to DPS and maintained in CCH, from the time an offender is arrested to the time an offender is released.
  - Additionally, Law Enforcement Agencies must submit Class C Family Violence offenses to DPS. All other Misdemeanor Class C offenses are not required by statute but are strongly encouraged to report.
Criminal History Record Information (CHRI) is confidential and maintained for departmental use.

- Access is permissible to both criminal and non-criminal justice agencies as authorized by state and federal law.

Over 25,000 authorized agencies access the TXDPS CCH Secure Website to obtain criminal history information.

- Examples of authorized entities include:
  - School Districts
  - Hospitals/Nursing Homes/ Home Health Care Facilities
  - Childcare Facilities
  - City Government Offices
  - State Licensing Boards

If your agency would like further information on how to obtain access to the TXDPS Secure Site Database, contact the Access and Dissemination Bureau at (512)424-2474.
State Identification (SID) Numbers

- On January 1, 2016, the automated Fingerprint Identification System (AFIS) was upgraded to the Multimodal Biometric Identification System (MBIS).

- MBIS is a biometric identification system that employs technology to automate the processing of arrest and applicant fingerprint submissions. It also provides criminal justice agencies the ability to search latent fingerprints and palm-prints found at crime scenes. Additionally, MBIS stores other biometrics, such as mugshots and irises.

- We no longer distinguish between criminal and non-criminal State Identification (SID) Numbers.
Reporting Class C Misdemeanor Arrests

- In Sept 2009 Crime Records Services began capturing and maintaining fingerprint submissions on Class C Misdemeanor offenses. Entities granted access per Government Code Chapter 411 will have access to view Adult Class C arrests.

- Submitting these offenses will assist in the identification of Class C Misdemeanors associated with domestic violence and disorderly conduct that are disqualifiers for License to Carry (LTC) applicants. House Bill 1528, signed by the governor on June 10, 2019 with an effective date of Sept. 1, 2019, changed portions of the Code of Criminal Procedure, Article 66.252, by amending Subsection (b)(3) and adding Subsection (g), regarding Class C Misdemeanor offense reporting:
  
  - (b) The arresting law enforcement agency shall prepare a uniform incident fingerprint card and initiate the reporting process for each offender charged with:
    - (1) a felony;
    - (2) a misdemeanor for which a term of confinement may be imposed; or
    - (3) a misdemeanor punishable by fine only that involves family violence, as defined by Section 71.004, Family Code.

  - (g) On disposition of a case in which an offender is charged with a misdemeanor described by Subsection (b)(3), the clerk of the court exercising jurisdiction over the case shall report the applicable information regarding the person’s citation or arrest and the disposition of the case to the DPS.

- Please use the Class C offense code list and no longer use 99999999.

- When reporting a Class C, agencies should put a description of the offense in the AOL “literal” field.

- Agencies shall use the arrest disposition code of 235 for Class C Family Violence arrests only. This code allows a court reporting to follow.

- Arresting agencies must continue to use the 233 arrest disposition code for all other Class C arrests. This code is specific for the reporting of Class C Misdemeanors and will close the arrest.

- Chapter 51 Section 51.03 and Chapter 58 Section 58.104(a) of the Texas Family Code prohibits Texas DPS from collecting Class C offenses on Juveniles.
## MISDEMEANOR CLASS C OFFENSE CODES

<table>
<thead>
<tr>
<th>Offense Code</th>
<th>Citation</th>
<th>Literal</th>
</tr>
</thead>
<tbody>
<tr>
<td>13999999</td>
<td>CLASS C ASSAULT CLASS C</td>
<td></td>
</tr>
<tr>
<td>16029999</td>
<td>CLASS C THREAT CLASS C</td>
<td></td>
</tr>
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<td>23999999</td>
<td>CLASS C THEFT CLASS C</td>
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<td>25999999</td>
<td>CLASS C FORGERY CLASS C</td>
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</tr>
<tr>
<td>26999999</td>
<td>CLASS C FRAUD-CHECKS CLASS C</td>
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<td>27999999</td>
<td>CLASS C EMBEZZLEMENT CLASS C</td>
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</tr>
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<td>30999999</td>
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<td>40999999</td>
<td>CLASS C COMMERCIALIZED SEX OFFENSE CLASS C</td>
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<td>41999999</td>
<td>CLASS C LIQUOR VIOLATION CLASS C</td>
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<td>50999999</td>
<td>CLASS C OBSTRUCTION OF JUSTICE CLASS C</td>
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<td>51999999</td>
<td>CLASS C BRIEFLY CLASS C</td>
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<td>52999999</td>
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<td>55999999</td>
<td>CLASS C HEALTH AND SAFETY VIOL CLASS C</td>
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<tr>
<td>57999999</td>
<td>CLASS C INVASION OF PRIVACY CLASS C</td>
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<td>58999999</td>
<td>CLASS C SMUGGLING CLASS C</td>
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</tr>
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<td>59999999</td>
<td>CLASS C ELECTION LAW VIOL CLASS C</td>
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<tr>
<td>61999999</td>
<td>CLASS C TAX REVENUE VIOL CLASS C</td>
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<td>CLASS C CONSERVATION VIOL CLASS C</td>
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<td>CLASS C CRIMES AGAINST PERSON CLASS C</td>
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<td>71999999</td>
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<td>72999999</td>
<td>CLASS C MORALS AND DECENCY CLASS C</td>
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</tr>
<tr>
<td>73999999</td>
<td>CLASS C PUBLIC ORDER CRIMES CLASS C</td>
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</tr>
</tbody>
</table>

Use one of these offense codes to report the Class C Misdemeanors.
If an offender is charged, prosecuted or disposed on any of the “Age of Victim Mandatory Offenses”, the Victim’s age field must be completed. The “VIC” field is a two digit numerical field.

Do not use the “VIC” field if the offense is not on the list of Age of Victim Mandatory Offenses.

- If the victim is less than one year of age, a “00” should be entered in the field and the age should be included in the Offense Literal field (8 mos, 10 mos, etc.).

- If the victim is one year of age or greater, the number should be entered into the field as a whole number (08, 10, 15, etc.).
AGE OF VICTIM MANDATORY OFFENSES - CCP Ch 66.102(h)

If the offender is charged, prosecuted or disposed on any of the following offenses, the Victim's Age field must be filled out. It is a two digit numeric field. If the victim was under one year of age, then a 00 should be entered in the field and the age should be included in the Offense Literal field as 8 mos, 10 mos, etc. If the victim is one year of age to 99 years of age, the number should be entered into the field as a two digit whole number, 08, 10, 15, etc. If the victim is over 99 years of age, then 99 should be entered in the field and the age should be included in the Offense Literal field as 100 yrs, 101 yrs, etc.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Offense Literal</th>
<th>Category</th>
<th>Field Code</th>
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</thead>
<tbody>
<tr>
<td>64110016</td>
<td>TRAFFICKING OF PERSON</td>
<td>20A.02(b)</td>
<td>PC</td>
<td>F2</td>
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<td>64110012</td>
<td>TRAFFICKING PERSON ENGAGE CONDUCT/SEXUAL</td>
<td>20A.02(a)(3)</td>
<td>PC</td>
<td>F2</td>
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<td>64110013</td>
<td>TRAFFICKING PERSON ENGAGE CONDUCT/SEX/BENEFIT</td>
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<td>64110016</td>
<td>TRAFFICKING CHILD ENGAGE CONDUCT/SEXUAL</td>
<td>20A.02(a)(7)</td>
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<td>64110019</td>
<td>TRAFFIC OF PERSONS &lt; 18 PROST/FORCED LABOR</td>
<td>20A.02(b)(1)</td>
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<td>64110020</td>
<td>TRAFFICKING A PERSON CAUSING DEATH</td>
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<td>SEX ABUSE OF CHILD CONTINUOUS: VICTIM UNDER 14</td>
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<td>36910005</td>
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<td>36914001</td>
<td>INDECENCY W/CHILD EXPOSES</td>
<td>21.11(e)</td>
<td>PC</td>
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<td>11990001</td>
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<td>22.011a(1)</td>
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<td>11990010</td>
<td>SEXUAL ASSL PROH/PURPORT SPOUSE UNDER 14YA</td>
<td>22.011a(2)(A)</td>
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<td>11990009</td>
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<td>22.011f(1)</td>
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<td>11990006</td>
<td>AGG SEXUAL ASSAULT OF ELDERLY/DISABLED PERSON</td>
<td>22.012a(9)(c)</td>
<td>PC</td>
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<td>11990004</td>
<td>AGG SEXUAL ASSAULT CHILD</td>
<td>22.012a(9)(7)(B) PC</td>
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<td>10990013</td>
<td>AGG KIDNAPPING BISEXUAL ABUSE</td>
<td>20.04(a)(4)</td>
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<td>22960007</td>
<td>BURGLARY HABITATION INTEND SEX OFFENSE</td>
<td>30.02(d)</td>
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<td>64070001</td>
<td>COMPPELLING PROSTITUTION UNDER AGE 18</td>
<td>43.05(b)</td>
<td>PC</td>
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<tr>
<td>40040008</td>
<td>COMPPELLING PROST BY FORCE/THREAT/FRAUD</td>
<td>43.05(b)</td>
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<td>SEXUAL PERFORM CHILD EMPLOY INDUCE/AUTHORIZE</td>
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<td>F1</td>
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<td>64050004</td>
<td>SEXUAL PERFORM CHILD PRODUCE/DIRECT/PROMOTE</td>
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<td>64050003</td>
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<td>43.25(e)</td>
<td>PC</td>
<td>F2</td>
</tr>
</tbody>
</table>

* For offense 10990013, the field must be filled out only when the intent behind the aggravated kidnapping was to violate or abuse the victim sexually.

Codes 8
Thousands of arrests are successfully submitted to DPS Crime Records daily.

A small percentage of the arrests submitted become problem arrest records.

This happens when the submission process is not properly or fully executed. The Error Resolution Unit (ERU) works with Police Departments and Sheriff’s Offices to correct these records.
Corrections

Many agencies perform quality control measures to ensure the accuracy of the information reported to DPS. When an error or discrepancy is identified the incorrect data should be submitted to DPS in the form of a correction.

WHAT TO DO:

Corrections must be submitted by the appropriate agency in order to maintain the integrity of CCH.

✓ If the error was initiated within your agency, make the necessary modifications and forward a correction request to DPS via fax, mail or by email.

✓ If the error was initiated with another agency, the error should be brought to that agency’s attention and the correction request should be reported to DPS by that agency.

✓ Basic corrections can be sent to our Corrections box, but you can continue to send more complex corrections directly to Error Resolution.
Electronically Submitted Corrections

Please do not attempt to submit a correction via Livescan or EDR transactions.

An attempt to correct these transactions by re-submitting the transmission will only cause or create further errors and duplicates.

Limited corrections are available through the CJIS site for arresting agencies, prosecutors, and courts. Please contact your CJIS rep, or call CJIS Field Support at 512-424-2478, for more information.
Correction Process

1. **AGENCY**
   - Identifies error
   - Prepares correction
   - Submits correction to DPS via fax, mail or e-mail

2. **FBI**
   - Receives request from DPS
   - Updates system to reflect corrected information

3. **DPS**
   - Receives and reviews information
   - Archive documents are pulled
   - CCH is modified
   - Corrected documents are archived
   - FBI database is reviewed for errors
   - Request is forwarded to FBI if modification is necessary
Corrections Submitted by Fax, Mail or E-Mail

When making a request, include the following information on your corrections:

- Contact Name
- Phone Number
- Date

screenshot from CJIS site:

<table>
<thead>
<tr>
<th>General Offense Code (SOC)</th>
<th>A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Offense Literal (COL)</td>
<td>ASSAULT CAUSES BODIL INJURY FAMILY MEMBER</td>
</tr>
<tr>
<td>Court Confiscation (CWC)</td>
<td>106</td>
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<tr>
<td>Sentence Suspended Time (CST)</td>
<td>100d</td>
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<tr>
<td>Court Probation (CPB)</td>
<td>3m</td>
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<td>Court Fine (CFN)</td>
<td>2000</td>
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<td>Sentence Suspended Time (CSF)</td>
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<td>Court Cost (CGT)</td>
<td>500</td>
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<td>Provision Literal (CLL)</td>
<td>COMMUNITY/PEN</td>
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<td>Multiple Sentences (MCN)</td>
<td>CC</td>
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<td>Agency Receiving Custody (ARC)</td>
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<tr>
<td>Appeal case (ARC)</td>
<td>220</td>
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<tr>
<td>Status during appeal (MDA)</td>
<td>0004</td>
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<tr>
<td>Result of Appeal (RDA)</td>
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</tr>
<tr>
<td>Court ID</td>
<td>14020462</td>
</tr>
</tbody>
</table>

> Court: D

*Correction*

- contact name
- phone number
- date

correction on CR-43 form:
do NOT use this form for Criminal History Record corrections:

correction/modification form:
Duplicate TRN errors can occur for a variety of different reasons.

- Examples:
  - warrant arrests
  - double bookings
  - probation violations
  - warrant from another county
  - new TRN submitted for a charge that was previously submitted under another TRN

Duplicate TRNs can be deleted by submitting a request on a CR43 (CJIS Form), Correction/Modification Form, or on agency letterhead indicating the error and the duplicate TRN. All requests must be signed by an agency representative.
Duplicate TRN Examples

TEXAS DEPARTMENT OF PUBLIC SAFETY
CORRECTION / MODIFICATION REQUEST

(Submitting Agency)
(Address)

Date: __05/18/2023____________

Arrestee Name: ___Bird, Earl E________ DOB: ____02/14/1953________
TXSID: __02030008____________

Modification under:
DOA: ______________ TRN:________________
TRS:________________

We’re respectfully requesting a MODIFICATION of the submitted information. This data was submitted due to officer/human error. Our records have been modified. Please make the same correction in CCH and in the FBI/III system.

A) Please modify ______________
FR:_____________________________
TO:____________________________

B) Please remove TRN: __01012000X________
DOA: __05/01/2022____________

This arrest is not a true 207, this arrest was submitted in duplication of TRN __0101331X________ and is not a valid charge/transaction for this defendant.

Please advise when this request has been completed for documentation of our records.

If you have any questions, please feel free to contact us.

Respectfully Submitted,

Name: __________________________ ORI:________________________
(Agency Representative)

Email address
Phone number
Introduction to Switch Print/Switch Records

Problem arrest records typically occur when an agency transmits/submits an arrest with inaccurate identifiers and/or fingerprints.

The three most common types of Submission errors are:

- Arrest Switched Records (SR)
- Arrest Switched Print/ Switched Records (SP/SR)
- Misuse of Identity Arrest Records
The Arrest Switched Record (SR)

Scenario:

- Two individuals are arrested and fingerprinted the same day.
- The 1st individual’s prints transmit correctly with the proper identifiers and arrest information to their SID.
- The 2nd individual gets submitted with the 1st individual’s prints and the 2nd individual’s identifiers and arrest information.
Ima Thief and Crystal Meth are arrested the same day.

Both arrests are submitted via Livescan.

Thief has a criminal record under SID #07070707.

Meth also has an existing criminal record under SID #02020202.

Meth’s prints correctly match up with her identifiers and arrest information and are processed successfully.

Thief’s arrest is not applied to her criminal record under SID #07070707. Why?

Meth’s book-in/arrest information has been attached to Thief’s fingerprints creating a Bum arrest under Thief’s criminal history record.

We’re missing correct information for Thief.
The Switched Print/Switched Record (SP/SR)

**Scenario:**
- Two individuals are arrested and fingerprinted on the same day.
- The 1st individual’s prints transmit correctly with the proper identifiers and arrest information to their SID.
- The 1st individual’s prints transmit again, this time with the 2nd individual’s identifiers and arrest information, creating a new “BUM” SID.
- The 2nd individual’s prints transmit correctly with the proper identifiers and arrest information to their SID.

**Result:**
- (SP/SR)—A 3rd arrest record is created and a new SID or “BUM” SID is issued.
- This new SID contains:
  - An arrest with the 1st individual’s fingerprints attached to the 2nd individual’s arrest information and identifiers.
Mary J. Juana and Nun Chuck get arrested on the same day. Both arrests are submitted via Livescan.

Juana has a criminal record under SID #01010101.

Chuck has no priors and therefore does not have a criminal SID #.

Juana’s prints correctly match up with her identifiers and arrest information and are processed successfully.

Juana’s prints are attached to Chuck’s arrest and identifying information. Since the prints and arrest information don’t match, a new SID # is created for this transaction under SID #05050505 (BUM JACKET).

Chuck’s prints correctly match up with his identifiers and arrest information and are transmitted successfully creating a criminal record under SID #03030303.
Correcting Switched Prints/Switched Records

Livescan Agencies

- If a switch print error is noticed you may resubmit the arrest via livescan with the correct arrest information, fingerprints and the same TRN. However, you must follow up by emailing, mailing or faxing information regarding the incorrect arrest submission to ERU.

- If you are unable to resubmit the arrest via livescan you may email, fax or mail the correction form to ERU along with the CR-43 and Fingerprints. Error Resolution will remove the incorrect arrest data and apply the corrected arrest information to CCH.
Texas Department of Public Safety
Error Resolution Unit
Correction Form – Switched Record

(Submitting Agency)
(Address)

Date: __________

Arrestee 1: Name: ______________
SID: ______________

Arrestee 2: Name: ______________
SID: ______________

Date of Arrest: ______________

TRN ______________ has been submitted twice. One submission has Arrestee 1’s prints with Arrestee 2’s ID/Arrest information. TCN ______________ is an invalid submission for SID ______________ for Date of Arrest ______________. Results of a fingerprint comparison concluded that the two defendants are not one in the same. Please delete TRN ______________, identifiers, and all charges associated with the transmission from SID ______________. Attached is a copy of the correct CR-43 arrest and set of fingerprints for Arrestee 1.

Respectfully Submitted,

(Agency Representative)
The Misuse of ID Record

- **Scenario:**
  - An individual assumes the identifying information of another person at the time of arrest.

- **Result:**
  - The identifiers of a person who does not have a criminal record are associated to a criminal SID #.
  - Or...
  - The identifiers of a person with a prior criminal record will now be associated to the criminal record of the person assuming their identity.
Misuse of ID Record continued...

Bud Weiser is arrested for Driving While Intoxicated. He has a criminal record under SID #08080808.

He gave the name Sam Adams at the time of arrest.

The arrest is transmitted.

The name Sam Adams applies to SID #08080808 as an alias.

DPS is made aware that there is a possible error on the record.

DPS has to determine:
• If Sam Adams was actually arrested on this arrest date.
Or...
• If Bud Weiser misused/assumed Sam Adam’s identity at the time of arrest.

If an agency can verify that identity has been assumed at the time of arrest, notify ERU on your letterhead for documentation.
TEKSAS DEPARTMENT OF PUBLIC SAFETY
ERROR RESOLUTION UNIT
CORRECTION FORM – ASSUMED IDENTITY

(Submitting Agency)
(Address)

Date: _________

Arrestee 1: Name: _______________ DOB: _______________
SID: _______________

Arrestee 2: Name: _______________ DOB: _______________
SID: _______________

Date of Arrest: _______________

A search was conducted for two defendants pertaining to Date of Arrest: _________.
Results of a fingerprint comparison have concluded that Arrestee 1: _________
assumed the identity of Arrestee 2.

________ did not assume the identity of Arrestee 2.

Attached are copies of the correct CR-43 arrests and fingerprints for Arrestee 1 and Arrestee 2.

Respectfully Submitted,

(Agency Representative)
The Identity Theft File was created in September 1999, as a means for law enforcement to “flag” stolen identities when the victim’s identity is being used, or is intended to be used, to commit an unlawful activity. This file is also known as the Stolen Identity File.

1. As required by Texas Government Code, Section 411.0421, an individual must contact their local Sheriff’s Office to file a report that his/her identity had been used by another person without their consent.

2. If the Sheriff and prosecuting attorney determine the individual’s identity has been misused, a Declaration is prepared and signed by the complainant, prosecutor, and Sheriff stating the individual making the report had his/her identity used fraudulently by another person without consent.

The complainant is asked to provide a password (name, word, number, letter, or combination of any 20 or fewer characters as designated by the individual) as a unique password to verify the individual’s identity.

3. The Sheriff’s office is responsible for taking the individual’s fingerprints, and submitting them to the Department of Public Safety Error Resolution Unit, along with the original signed copy of the Declaration, for verification. Once completed, the Sheriff’s office receives a copy of the results to make the entry into TCIC/NCIC 2000 National File.

Declaration information will stay in the TCIC/NCIC National File for 5 years.
EXAMPLE

DECLARATION OF IDENTITY MISUSE/THEFT & CONSENT DOCUMENT

NAME: Adama, Samuel
DOB: TX CTZ: US
SEX: M RACE: W ETHNICITY: N HGT: 600 WT: 220
HAIR: BROWN
DATE OF THEFT OR REPORT: 09/28/2016 OCA: 16-12345
ADDRESS OF INDIVIDUAL FILING REPORT:
Street/PO Box: 121 Main Street
City/State/Zip: Nowhere, Texas 99999
PASSWORD (alpha/numeric combination of 20 characters or less): ABC123
Optional Information:
SCARS/NAKES/TATTOOS: Sc Neck, Tat UR Arm
DRIVER LICENSE NUMBER: 87654321 DL STATE: TX DL EXP: 2020

AKAs (or other supplemental data): Ariana, Sen; Pumba XX

By signing this document, I therefore provide permission for law enforcement officials to enter my personal data into the Texas Department of Public Safety’s (TxDPS) Automated Fingerprint Identification System (APIS) and both the TxDPS and the Federal Bureau of Investigation (FBI) Identity Theft files. This information may include, but is not limited to, physical descriptors and identifying information. I have provided for future identification verification purposes. I also providing permission to enter my photograph and fingerprints into this file where that capability is available. I understand that the information will be available to entities having access to the TxDPS Crime Information Center and FBI’s National Crime Information Center (TCI/NICC), respectively, for any authorized purpose. I am providing this data voluntarily as a means to memoize my claim of identity theft and to designate a unique password to be used for future identity verification purposes.

I understand that the DPS and FBI intend to remove this information from the active file no later than five years from the date of entry. I understand that I may anytime submit written request to the entering agency to have this information removed from the active identity theft file at an earlier date. I further understand that information removed from the active file will not thereafter be accessible via TCI/NICC terminals, but will be retained as a permanent record in the TxDPS APIS and the FBI as a record of the entry until such time as its deletion may be authorized by the National Archives and Records Administration (NARA).

I understand that this is a legally binding document reflecting my intent to have personal data entered into the TxDPS and FBI’s Identity Theft files. I declare under penalty of perjury that the foregoing is true and correct. (See 28 U.S.C. § 1746)

Complainant Signature 09/28/2016

(DECLARATION – PAGE 2)

NAME: Samuel Adams
OCA: 16-12345

The Privacy Act of 1974 (5 United States Code § 552a) requires that Federal, state, or local agencies inform individuals whose social security number is being requested whether such disclosure is mandatory or voluntary, the basis of authority for such solicitation, and the uses which will be made of it. Accordingly, disclosure of your social security number is voluntary; it is being requested pursuant to 28 U.S.C. § 534 and Texas Government Code, Section 611.0421 for the purposes described herein. The social security number will be used as an identification tool. Consequently, failure to provide the number may result in a reduced ability to make such identifications or provide future identity verifications.

This Identity Theft Declaration and Consent Form is filed in conjunction with 28 U.S.C. § 534 and Texas Government Code, Section 611.0421 as a result of the named individual’s identity being used by another person to frustrate proper law enforcement without their consent.

District Attorney 09/28/2016

District/County Attorney Signature Data

Randy Rogers TX0000000 09/28/2016

Sheriff Signature Agency ORI Date

Please mail to:
Texas Department of Public Safety
Crime Records Service – MSC 0230
ATTN: Error Resolution
P.O. Box 4120
Austin, Texas 78765-4120
Misuse of Identity Expunction

Art. 55.01. RIGHT TO EXPUNCTION.

(d) A person is entitled to have any information that identifies the person, including the person's name, address, date of birth, driver's license number, and social security number, contained in records and files relating to the arrest of another person expunged if:

1. The information identifying the person asserting the entitlement to expunction was falsely given by the person arrested as the arrested person's identifying information without the consent of the person asserting the entitlement.

AND

2. The only reason for the information identifying the person asserting the entitlement being contained in the arrest records and files of the person arrested is that the information was falsely given by the person arrested as the arrested person's identifying information.

Art. 55.02. PROCEDURE FOR EXPUNCTION.

Sec. 2a. (a) A person who is entitled to expunction of information contained in records and files under Article 55.01(a)(1)(A), 55.01(a)(1)(B)(i), 55.01(a)(2), or 55.01(b) may file an application for expunction with the attorney representing the state in the prosecution of felonies in the county in which the person resides.
It is the policy of DPS that an individual may have access to, and receive a copy of, their Texas Criminal History Record. This policy is in compliance with Texas Government Code, Section 552.023.

Contact FAST to schedule an appointment for TXIReview, Service Code 11FT12, by calling (888)467-2080. Appointments may also be scheduled online at https://www.identoGO.com. Results will be emailed in 2-3 days, or mailed to the address provided by the individual.

Individuals can obtain a copy of their FBI criminal record at select FAST locations as well. Appointments may be scheduled online at https://uenroll.identogo.com/ or by calling (877)783-4187. Results will be emailed in 3-5 days, or mailed to the address provided.

Another option is to obtain a criminal record directly from the FBI. Current processing time is up to 20 days. Instructions can be found at https://www.fbi.gov/services/cjis/identity-history-summary-checks. The individual will mail the required items—signed applicant information form, fingerprints card, and payment—to:

FBI CJIS Division-Summary Request
1000 Custer Hollow Road
Clarksburg, WV 26306
Helpful Contacts

for additional assistance, contact the appropriate section below:

LIVESCAN TRANSMISSION PROBLEMS:
- Chrystal Davila, Biometric Coordinator
  livescan@dps.texas.gov
  ph. (512) 424-7026

ELECTRONIC DISPOSITION REPORTING (EDR) PROBLEMS:
- Cassandra Richey, EDR Coordinator
  cassandra.richey@dps.texas.gov
  ph. (512) 424-2479
- Anna Gay, Assistant EDR Coordinator
  anna.gay@dps.texas.gov
  ph. (512) 424-7585

CRIMINAL HISTORY RECORD CORRECTIONS:
- corrections.cjisjjis@dps.texas.gov
  fax (512) 424-2476

CRIMINAL HISTORY INQUIRY UNIT:
- ph. (512) 424-5079

FINGERPRINT SECTION:
- ph. (512) 424-5248

NON-DISCLOSURES:
- NonDisclosures@dps.texas.gov

EXPUNCTIONS:
- expunctions@dps.texas.gov

SID CONFIRMATION/MISRAPS:
- Crime Records - Fingerprint Section
  FP.request@dps.texas.gov
  ph. (512) 424-5248

CERTIFIED CRIMINAL HISTORY REQUEST:
- Crime Records - Fingerprint Section
  FP.processing@dps.texas.gov
  ph. (512) 424-5248

DRIVERS LICENSE CONVICTION REPORTING:
- DPS Enforcement and Compliance (ECS)
  convictionreporting@dps.texas.gov
  convictionreportingcorrections@dps.texas.gov
  ph. (512) 424-2031 / fax (512) 424-5809 or 2231

DRIVER LICENSE ERRORS:
- DPS Driver License Bureau
  DriverLicenseErrors@dps.texas.gov

DRIVER LICENSE FRAUD:
- DPS Joint Crime Information Center
  txjcic@dps.texas.gov
  ph. (512) 424-7981

SEX OFFENDER REGISTRY (SOR):
- ph. (512) 424-2800

LEGAL SUPPORT:
- Mitch Odom, CR Legal Exp. Sup.
  ph. (512) 424-5838
- Exp/Juv Sealing Coordinators
  ph. (512) 424-5258/5367

DRIVER LICENSE SUSPENSIONS:
- ph. (512) 424-2600

DIC-17 ASSISTANCE:
- ph. (512) 424-2031

DNA KITS:
- ph. (512) 424-2387

CJIS/JJIS SUPPLIES:
- ph. (512) 424-2367
- fax (512) 424-5599
Texas Department of Public Safety Website: www.dps.texas.gov

ERU CONTACT INFORMATION:
Texas Department of Public Safety
Attn: Error Resolution Unit
P.O. Box 4143
Austin, Texas 78765-4143

Agent Line: (512) 424-7256  Fax: (512) 424-5577
Email: error.resolution@dps.texas.gov

ADULT AND JUVENILE REPORTING CODES
https://www.dps.texas.gov/section/crime-records/adult-and-juvenile-reporting-codes

CCH DATA DICTIONARY
https://www.dps.texas.gov/section/crime-records/computerized-criminal-history-cch-specifications

OFFENSE CODES
https://www.dps.texas.gov/section/crime-records/appendix-k-offense-codes
Thank you for attending the Crime Records Conference 2024!

In order to receive TCOLE credit, please fill out the survey for this session on the Error Resolution Unit:

Please let us know if you have any questions or concerns.
Have a great week!