Texas License to Carry Handgun (LTC)
New Design February 2020
Unclassified/Law Enforcement Sensitive

The information below is to introduce the new License to Carry Handgun (LTC) card and highlight new security features.

**LICENSE TO CARRY HANDGUN (front)**

- **Tactile Text**
  - License holder, cardholder name, and expiration date are laser engraved in the card to prevent a raised effect that you can feel as you rub your finger across the surface of the card, making it difficult to tamper or modify.

- **Title Designation**
  - If applicable, "Instructor", "Judge/Prosecutor", or "Veteran" may be printed in inverse font.

- **Card Background**
  - Entire face of the card is protected by an overall clear embossed design incorporating the flag and State pledge.

- **Poly carbonate Card**
  - Card is more durable, secure and tamper-resistant.

- **Laser Microtext**
  - Date of birth is printed in "MDDYYYY" format below DOB label. Magnification is required to read.

- **Laser Engraving**
  - All personal data, including black and white primary and duplicate secondary photo, is laser engraved in the card. Laser engraving provides maximum protection against date manipulation and forgery.

**LICENSE TO CARRY HANDGUN (back)**

- **Magnetic Stripe**
  - Three tracks of cardholder information is readable by a standard magnetic stripe reader.

- **Inventory Control #**
  - A unique number and associated barcode is laser engraved into the card to verify it was issued to a cardholder.

- **Rainbow Printing**
  - Rainbow printing allows one color to change into another before transitioning back to the original both within the overall card design and within the microtext.

- **Secure Artwork**
  - Special color, hologram images, guilloche, line width modulation, and various words and phrases in microtext throughout the secure design may require magnification to read such as "Senate Bill 60" and "Texas".

- **Duplicate Secondary Photo**
  - Duplicate image of cardholder has guilloche overlapping the photo.

- **Invisible Elements**
  - Using ultraviolet lighting, some visible design patterns disappear and other elements fluoresce in different color pantone inks.
Laser Engraving
All personal data, including black & white photo, is laser engraved in the card providing maximum protection against data manipulation and forgery. Please note that the address on the front of the card is not the cardholder’s but instead is that of the DPS for the safety of the cardholder.

Default Photo
Cardholders with a non-Texas DL or ID will have cards with ‘Verify with DLID’ default photo.

Laser Microtext
Date of Birth is printed in ‘MM/DD/YYYY’ format below DOB label. Magnification is required to read.

Tactile Text
Cardholder name is laser engraved in the card to provide a raised effect that you can feel as you rub your finger across the surface of the card, making it difficult to tamper or modify.

Secure Artwork
Special raster, guilloche images, line width modulation, and various words and phrases are microtexted throughout the secure design that require magnification to read such as ‘Occupation Code 1702’ and ‘Texas’.

Card Background
Entire face of the card is protected by an overall clear embossed design incorporating the flag and State pledge.

Polycarbonate Card
Card is durable, secure and tamper-resistant.

Magnetic Stripe
Three tracks of cardholder information is readable by a standard magnetic stripe reader.

Inventory Control #
A unique number and accompanying barcode is used to verify the card was issued to the cardholder.

License Type
The license type provides all specific license(s) held by the cardholder.

Rainbow Printing
The rainbow printing allows one color to change into another before transitioning back to the original color within the overall card design and within the microtext.

Secure Artwork
Special raster, guilloche, line width modulation, hallowe images, and microtext throughout the design that is difficult to see without magnification and very hard to counterfeit.

Invisible Elements
Using ultraviolet lighting, some visible design patterns disappears and other elements fluoresce in different color pantone inks.
RANSOMWARE – What is it and how do we protect our systems from it?

Ransomware is a malware variant used by threat actors to infect computers and encrypt computer files until a ransom is paid. Once the files are encrypted, instructions are usually provided to the victim on methods to pay the ransom. If the ransom demands are not met, the encrypted data will most likely remain encrypted rendering the data useless. Even if the ransom is paid, it’s not guaranteed the victim will receive the information to unlock (decrypt) their data. Ransomware is often delivered through “phishing” emails which may appear from a legitimate source; including a link or document to click which will start the attack. In some cases it may also be delivered by a “drive-by download”, which is a file downloaded from the internet without the user’s consent and/or knowledge.

Tips to protect your data:
- Backup your computer; store system backups separately.
- Keep your computers patched & updated, this includes the anti-virus software.
- Be careful when clicking links on the internet – always check the URL when using a link, or go directly to the target site. Hover the mouse over any URL or link to validate before clicking on it.
- If you receive a link in an email or file, verify who sent it to you. Email addresses are often compromised and may appear to be from someone that is known.

Responding to a ransomware attack:
- Isolate the infected system such as disconnecting the network cable or disabling its wireless connection.
- Do not turn the computer off if you can effectively disconnect from the network. This may become a “trigger” to initiate a callback to the bad actor(s). Additionally, it can complicate further identification and discovery of the source and code. Key in a ransomware response is isolation of the infected terminal(s) or devices and identification of specific variants and malware names.
- Turn off any peripheral or connected devices to further isolate and protect against spreading.
- Follow the Incident Response Plan procedures for the agency.
- Locate system backups and prepare to restore from good backups.

Remember to contact the agency’s Terminal Agency Coordinator, Local Agency Security Officer & IT Support.
Notify the TLETS Operations Intelligence Center (OIC) at 1-888-DPS-OIC0 (1-888-377-6420). The OIC will then contact the CJIS Technical Auditor on call to reach you.

Should you have any questions or concerns feel free to email us at Security.Committee@dps.texas.gov

Information sourced from US-Cert.gov
**Recent Updates to the DPS FACT Clearinghouse**

FACT Clearinghouse Search History:
The TX DPS Secure Site has implemented the FACT Clearinghouse Search History. This feature will allow agencies to monitor the clearinghouse views that are being processed by their data users. In addition to monitoring the views, it will show which views incurred a fee for your agency. Please view the FACT Clearinghouse Search History Guide under “Additional Resources” in the FACT Clearinghouse.

Access & Dissemination Policy Update for the FACT Clearinghouse Subscriptions:
The Access & Dissemination Policy for the TX DPS Secure Site has been updated to ensure compliance with the FBI Rap Back Program requirements. Agencies will be required to unsubscribe to all subscriptions for applicants, employees, volunteers, or licensees that are no longer associated with their agency within 72 hours.

The Audit & Training Unit will be implementing a process during audits to verify that agencies are unsubscribing within the 72 hours. Failing to remove subscriptions that your agency is no longer authorized to have will result in an audit infraction.

Please view the Access & Dissemination Policy within the DPS Secure Website.

If you have any questions regarding the recent changes, please contact the Audit and Training Unit at CJS.Audit@dps.texas.gov or 512-424-7364.

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**Biometric Services Bureau (BSB)**

**Electronic Arrest Reporting (EAR)/Livescan**

**SOR and Applicant Transactions**
The Department of Public Safety of Texas (DPS) accepts livescan transactions for Sex Offender Registry (SOR) fingerprint submissions and local law enforcement (LE) applicant fingerprint submissions. If a LE agency currently has a livescan or is interested in purchasing a new device from a validated vendor, please note that a camera is required for SOR and LE applicant submissions. LE agencies interested in SOR submissions will need to ensure they have established an account with the SOR website prior to purchasing a livescan and/or having an existing livescan updated. LE agencies interested in Applicant submissions will need to ensure they have established an account with F.A.C.T Clearinghouse prior to purchasing a livescan and/or having an existing livescan updated. Applicant responses will be sent to your agency’s Clearinghouse account. For a list of validated livescan vendors and approval to connect to DPS for SOR and/or applicant purposes, please email livescan@dps.texas.gov. This will be the same email you will contact once the necessary purchases are made and your necessary accounts are set up to receive the required livescan paperwork and authorization to submit/connect to DPS.
### CJIS Security Office

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### CRIME INFORMATION BUREAU

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</table>

### CRIMINAL HISTORY RECORD INFORMATION PROCESSING BUREAU

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<th>Email</th>
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**CJIS Auditor Assistant Line**

### INCIDENT BASED REPORTING BUREAU

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<tbody>
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### SEX OFFENDER REGISTRATION BUREAU

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Please furnish the following supplies:

<table>
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<th>FORM NUMBER</th>
<th>DESCRIPTION</th>
<th>COUNT PER PKG</th>
<th>QUANTITY ORDERED</th>
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<tbody>
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<td>CR-6</td>
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<td>250 p/pkg</td>
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<tr>
<td>CR-12</td>
<td>DPS Identification Supplies Order Form</td>
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<td>CR-23</td>
<td>Out of State Probation/Parole Supervision Fingerprint Card</td>
<td>Single cards</td>
<td></td>
</tr>
<tr>
<td>CR-26</td>
<td>Death Notice Form</td>
<td>100 p/pad</td>
<td></td>
</tr>
<tr>
<td>CR-42</td>
<td>Request for Criminal History Check</td>
<td>100 p/pad</td>
<td></td>
</tr>
<tr>
<td>CR-43</td>
<td>Adult Criminal History Reporting Form with Preprinted TRN and Fingerprint Card Attached*</td>
<td>100 p/pkg</td>
<td></td>
</tr>
<tr>
<td>CR-43</td>
<td>Adult Criminal History Reporting Form with Fingerprint Card Attached*</td>
<td>100 p/pkg</td>
<td></td>
</tr>
<tr>
<td>CR-43J</td>
<td>Juvenile Criminal History Reporting Form with Preprinted TRN and Fingerprint Card Attached*</td>
<td>100 p/pkg</td>
<td></td>
</tr>
<tr>
<td>CR-43J</td>
<td>Juvenile Criminal History Reporting Form with Fingerprint Card Attached*</td>
<td>100 p/pkg</td>
<td></td>
</tr>
<tr>
<td>CR-43P</td>
<td>Adult Probation Supervision Reporting Form with Preprinted TRN and Fingerprint Card Attached*</td>
<td>200 p/pkg</td>
<td></td>
</tr>
<tr>
<td>CR-43P</td>
<td>Adult Probation Supervision Reporting Form with Fingerprint Card Attached*</td>
<td>200 p/pkg</td>
<td></td>
</tr>
<tr>
<td>CR-44</td>
<td>Adult Supplemental Reporting Form</td>
<td>100 p/pkg</td>
<td></td>
</tr>
<tr>
<td>CR-44J</td>
<td>Juvenile Supplemental Reporting Form</td>
<td>100 p/pkg</td>
<td></td>
</tr>
<tr>
<td>CR-44S</td>
<td>Adult Supplemental Court Reporting Form</td>
<td>100 p/pad</td>
<td></td>
</tr>
<tr>
<td>CR-45</td>
<td>Adult DPS Fingerprint Card*</td>
<td>250 p/pkg</td>
<td></td>
</tr>
<tr>
<td>CR-45J</td>
<td>Juvenile DPS Fingerprint Card*</td>
<td>250 p/pkg</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fingerprint Card Return Envelopes (For arresting agencies Only)</td>
<td>100 p/box</td>
<td></td>
</tr>
</tbody>
</table>

*DPS does not pre-stamp the agency ORI on any fingerprint card. +Overnight services are available at ordering agency's expense.

NOTE: Please order minimum of three months' supply. Please submit order at least 4 weeks prior to depletion of your supplies.

Direct questions concerning supply orders to (512) 424-2367 Fax: (512) 424-5599  crs supply order@ dps. texas.gov
# CRS Directory

## CRS Management
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- **Assistance Line**
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## Access & Dissemination Bureau
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  - 512-424-2479
  - lenore.hemstreet@dps.texas.gov
  - 512-424-2473
  - cassandra.richey@dps.texas.gov
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  - 512-424-5248

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  - 512-424-2832
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- **Vacant**
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  - 512-424-0334
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  - 512-424-2522
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  - 512-424-7866
- **Vacant**
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  - 512-424-7366
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  - 512-424-2800