

TEXAS CRIMINAL JUSTICE INFORMATION SERVICES SYSTEM ACCESS POLICY

The Criminal Justice Information Services (CJIS) System Access Policy applies to commissioned peace officers, terminal operators, and others with network access to CJI systems, as well as employees who may have access to an area where this information is received, maintained, or stored either manually or electronically if having access is not part of their job (e.g., custodian, maintenance).

Agencies must adjudicate applicants to the policy every time an individual/contractor is to be employed/contracted by an agency. Agencies should not assume that an individual with access to one agency will automatically have access to the new agency.

Access will be granted to the Texas and FBI criminal justice information systems when a peace officer, communications officer, or corrections officer has a valid active license from the Texas Commission on Law Enforcement (TCOLE). Access will not be revoked if the TCOLE license remains valid and active.

OFFENSE	APPLICATION FOR ACCESS	INDIVIDUAL WITH ACCESS
Felony Conviction	Permanent Disqualifier	Permanent Revocation of Access
Felony Deferred Adjudication	Permanent Disqualifier	Suspension of Access for 20 years from final disposition
Class A Misdemeanor Conviction	Permanent Disqualifier	Suspension of Access for 10 years from final disposition
Class A Misdemeanor Deferred Adjudication	Permanent Disqualifier	Suspension of Access for Term of Deferral
Class B Misdemeanor Conviction	Disqualifier for 10 years	Suspension of Access for 10 years from final disposition
Class B Misdemeanor Deferred Adjudication	Disqualifier for 10 years	Suspension of Access for Term of Deferral
Open Arrest for Any Criminal Offense (Felony or Misdemeanor)	Disqualifier until Disposition	Maintain Access Pending Court Disposition
Any Family Violence Conviction	Permanent Disqualifier	Permanent Revocation of Access

A Class A and Class B conviction/deferred adjudication may receive an agency-sponsored waiver after five (5) years from final disposition. If approved, agency-sponsored waivers are only valid at that agency and will not transfer with the individual. Waivers submitted where the individual has multiple convictions/deferred adjudications for Class A Misdemeanors will not be considered unless there is an active TCOLE license.

Offenses committed while the individual was a juvenile will receive the same consideration and be held to the same standard as adult offenses.

Deferred Adjudications may not be permanent disqualifiers when the subject's disposition has been set aside, resulting in the proceedings being dismissed and the individual discharged. Please note that a subject solely discharged from deferred adjudication is a permanent disqualifier.