RE: Public Records Request / Automatic License Plate Readers; OGC#145221

Dear Mr. Collins:

This e-mail is in response to your public information request received on August 1, 2012 in which you requested:

**Records Requested**

Please provide copies of the following records created from January 1, 2006 to the present:

1. All records regarding your policies, practices and procedures for procuring and using ALPR technology, and for storing, accessing and sharing data obtained through ALPR technology.

2. All records regarding the procurement of ALPR technology, including
   a. sources of funds used to pay for ALPR technology;
   b. invoices for the purchase of ALPR technology;
   c. local government approval for any ALPR purchase;
d. interactions with vendors, suppliers and potential suppliers of ALPR technology, including materials and fact sheets supplied by vendors describing their products.

3. All records regarding the use of ALPR technology, including
   a. what types of data are obtained;
   b. the number of license plates scanned and/or read in a given time period (day, month, year, etc.);
   c. the number of ALPR units or systems acquired;
   d. the number of vehicles equipped with ALPR technology;
   e. for stationary deployments, the number and physical location of ALPR units;
   f. the technical capabilities of the ALPR units.

4. All records regarding the storage of data obtained using ALPR technology, including
   a. what types of data are stored for any period longer than an hour;
   b. how long data is stored;
   c. when data must be discarded;
   d. how many individual license plate scan records your agency currently stores.

5. All records regarding access to ALPR data, including
   a. the legal justification required before an individual accesses ALPR data;
   b. purposes for which the data may be accessed;
   c. purposes for which the data may not be accessed;
   d. who may access the data, what procedures they must go through to obtain access, and who must authorize access;
   e. the existence or non-existence of a system that records who accesses the data and when the data is accessed.

6. All records regarding the sharing of data obtained through ALPR technology, including
a. what type of data is shared;

b. which databases your agency puts collected ALPR data into;

c. third parties, governmental or private, that may access your agency’s ALPR data, including what procedures third parties must go through in order to access the data and any restrictions placed on third parties regarding further sharing of your ALPR data;

d. any agreements to share ALPR data with outside agencies, corporations or other entities.

7. All records regarding obtaining ALPR data from third parties, including which databases your agency can access.

8. All training materials used to instruct members of your agency in ALPR deployment, data management, or operation of automated records systems that contain ALPR data to which any member of your agency has access, including regional or shared ALPR databases.

The University of Texas System (“System”) responds in a timely manner. See TEX. GOV’T CODE Sec. 552.221(d). After a thorough search of our records, I write to inform you that System maintains no information responsive to your request.

If you have any additional questions or concerns, please call me at (512) 499-4489.

Regards,

Tamra J. English

[1] The term “records” as used in this request encompasses all records or communications in written or electronic form, including but not limited to correspondence, documents, data, videotapes, audio tapes, photographs, microfiches, microfilms, charts, DVDs, CDs, emails, facsimiles, telephone messages, logs, files, guidance, guidelines, evaluations, instructions, analyses, memoranda, agreements, notes, orders, policies, procedures, protocols, reports, rules training manuals, other manuals, and studies.