

## EMPLOYEE ELECTION REGARDING DISCLOSURE OF PERSONAL INFORMATION

*Under Texas Government Code Section 552.024 of the Texas Public Information Act, each employee or official of a governmental body shall choose whether to allow public access to the information in the custody of the governmental body that relates to the person's home address, home telephone number, or social security number, or that reveals whether the person has family members.*

*Each employee and official shall state that person's choice to the main personnel officer of the governmental body in a signed writing not later than the 14<sup>th</sup> day after the date on which the employee begins employment with the governmental body, the official is elected or appointed, or the former employee or official ends service with the governmental body. **If an employee or official or a former employee or official fails to state the person's choice within the time prescribed, the information is subject to public access.** An employee or official or former employee or official of a governmental body who wishes to close or open public access to the information may request in writing that the main personnel officer of the governmental body close or open access.*

### Your Election:

In accordance with Texas Government Code §552.024, I hereby make the following selection (choose one of the options below by checking the appropriate box):

- (1)  YES, I wish to ALLOW public access to my home address, home telephone number, and information that reveals whether I have family members if it is requested.
  
- (2)  NO, I wish to WITHHOLD all information permitted by Texas Government Code §552.024 from public access including specifically home address, home telephone number, social security number, and information that reveals whether I have family members if it is requested.

I realize that this information may be published for internal district use and that this selection is for the withholding of the information from public access only.

Name (Print) \_\_\_\_\_ SS# (last four) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Campus \_\_\_\_\_ Assignment \_\_\_\_\_