

TEACHER RETIREMENT SYSTEM OF TEXAS

1000 Red River Street
Austin, Texas 78701-2698

REPORT ON PROCEDURES FOR CHARGING AND COLLECTING FEES FOR PROVIDING COPIES OF PUBLIC INFORMATION

Section 552.274(b) of the Public Information Act (Chapter 552, Government Code) (the Act) reads as follows:

Before the 30th day after the date on which a regular session of the legislature convenes, each state agency shall issue a report that describes that agency's procedures for charging and collecting fees for providing copies of public information. A state agency may comply with this subsection by posting the report on the agency's open records page or another easily accessible page on the agency's website on the Internet.

The Teacher Retirement System of Texas (TRS or the system) uses the rules promulgated by the Texas Attorney General (the attorney general) to determine charges for providing copies of public information. The attorney general's rules establish costs for various components of charges for providing copies of public information. The rules also prescribe the methods for computing the charges. In addition, TRS posts on its Web site information about the Act and the system's policies and practices regarding charges for public information. (Click [here](#) to view TRS's "Public Information Act and Policy" document.)

The system charges for copies of public information in accordance with existing laws, rules, and policies. Because the cost of processing small payments exceeds the charge to produce the requested information, the system waives charges that are \$50 or less.

In general, TRS charges other governmental bodies for information in the same manner as it does members of the public. However, information requested by a legislator or a legislative agency or committee to use for legislative purposes is provided free of charge.

If estimated charges exceed \$50, TRS sends the requestor a statement as outlined in sections 552.231 or 552.2615 of the Act. In providing the cost estimate, TRS also appraises requestors of the availability of inspection of the records and the advantages of such inspection before requesting copies.

In fiscal year 2008, TRS fulfilled 231 requests, for which the system collected \$362.24. Also, in fiscal year 2008, TRS sent 25 requests to the attorney general for a ruling regarding the appropriateness of disclosure. It took TRS staff 303.5 hours to prepare those requests for submission to the OAG.

During the first four months of fiscal year 2009, the system fulfilled 76 requests, for which it collected \$790.78. During the first four months of fiscal year 2009, TRS requested an

attorney general ruling in connection with 16 requests, requiring staff to spend 175.75 hours preparing the requests for ruling.

TRS continues to monitor the impact that making information available on the system's Web site has on the quantity and complexity of public information requests received for staff to process. During FY 2008, TRS continued to make enhancements to its role-based Web site, which enables member, retirees and beneficiaries, employers, and the general public to find information directly pertaining to them. TRS remains committed to providing public information in a timely, efficient, and cost-effective manner.

If you have questions about this report or require additional information, please feel free to contact Howard Goldman, TRS Director of Communications and Public Information Coordinator at (512) 542-6508 or at howard.goldman@trs.state.tx.us.