



PUBLIC NOTICE

Pursuant to 74 O.S. § 3106.4, The Oklahoma Real Estate Appraiser’s Board provides notice of the following effective November 1, 2019.

Administrative Rules adopted pursuant to the Administrative Procedures Act for the Real Estate Appraiser Board Program:

- * OAC 600: 10 Licensure and Certification Requirements
- * OAC 600: 15 Disciplinary Procedures
- * OAC 600 :20 Committees
- * OAC 600: 30 Appraisal Management Companies

Statutes affecting the public body and its operations of the Real Estate Appraiser Board Program:

- * 59 O.S. § 858-700 et seq
- * 59 O.S. § 858-801 et seq.
- * 25 O.S. § 301-314 (Oklahoma Open Meeting Act)
- * 51 O.S. § 24A. 1-24A.30 (Oklahoma Open Records Act)
- * 36 O.S. § 321 (Insurance Code; Insurance Department)

The Real Estate Appraiser Board collects personally identifiable data supplied by real estate appraisers and applicants for licensure, as well as appraisal management companies and applicants for licensure as part of the various application processes. This personally identifiable data is stored on a secure server contained at the Oklahoma Insurance Department. Personally identifiable data consists of the following: names, social security numbers, employment information, passports, date of birth and background check reports for appraiser applicants beginning November 1, 2014, and all appraisal management company applicants.

The Real Estate Appraiser Board shares the name and social security number of board members and appraisers serving on one of the Board’s committees with the Office of Management and Enterprise Services (OMES) if payment will be generated for travel-related expenses. This personally identification information is required by OMES before a Vendor ID can be assigned by OMES. A Vendor ID is required to receive payment from the State of Oklahoma.

Personally identifiable information for appraisers is provided to the Appraisal Subcommittee (ASC) for purposes of the Appraiser National Registry. Social security numbers are masked and each appraiser is assigned a personal identification number (PIN). Beginning in the spring of 2020, personal identification

of owners and controlling persons of an appraisal management company will be uploaded to the ASC for the purposes of the Appraisal Management Company National Registry.

Real Estate Appraiser Board staff with access to background check reports are subject to a background check and required to sign a non-disclosure of confidential information document with the Oklahoma State Bureau of Investigation.

Real Estate Appraiser Board staff with access to the ASC National Registry are required to acknowledge confidentiality and receive a personally identifiable login and password.