

Preliminary Draft of the Privacy Program Report Template

NOTICE: This document is a *preliminary draft* of the Privacy Program Report Template and has not yet been finalized by the Utah Office of Data Privacy. It is provided for review and comment purposes only.

The Office welcomes and encourages public and stakeholder feedback to inform the finalization of this template. To ensure your input is considered, please submit all comments, questions, or suggestions to officeofdataprivacy@utah.gov no later than July 21, 2025.

The final version, *Privacy Program Report Template 1.0*, is scheduled for official release on August 1, 2025.

Disclaimer: The following document is intended to be a draft template of a privacy program report that a governmental entity may use to fulfill the requirements of Utah Code § 63A-19-401.3. An entity that uses the template must revise and refine the template to be specific to the particular entity; this includes reformatting and accounting for any relevant laws, regulations, rules, policies, etc. to which the entity may be subject. The template is not legal guidance and should be reviewed and discussed with an entity's legal counsel to determine applicability and compliance.

Utah Governmental Entity Privacy Program Report Template

- This report is required to be completed on or before Dec 31 annually by governmental entities. (Utah Code § 63A-19-401.3)
- Governmental entities are required to initiate a data privacy program before December 31, 2025. (Utah Code § 63A-19-401(2)(i))
- A governmental entity that complete this report satisfies the requirement to initiate a privacy program under Utah Code § 63A-19-401(2)(i)

"Governmental entity" means the same as that term is defined in Section 63G-2-103.

"High-risk processing activities" means the same as the term is defined in Section 63A-19-101(17).

"Personal data" means the same as the term is defined in Section 63A-19-101(24).

"Privacy practice" means the same as the term is defined in Section 63A-19-101(26).

"Process," "processing," or "processing activity" means the same as the term is defined in Section 63A-19-101(27).

"Purchase" or "purchasing" means the same as the term is defined in Section 63A-19-101(29).

"Sell" means the same as the term is defined in Section 63A-19-101(33).

Classification: This report is classified as a **protected record** under Utah Code § 63G-2-305, as required by 63A-19-401.3(2) and may be made available to the Office of Data Privacy upon request.

Section 1: Governmental Entity Information

Governmental Entity Name: _____

Government Entity Type (Select One):

- ☐ State Agency
- ☐ County
- ☐ Municipality
- ☐ Special Service District
- ☐ Board or Commission
- ☐ College or University

- ☐ Interlocal
- ☐ Associations of Government
- ☐ Charter School
- ☐ Public School
- ☐ Independent or Quasi-Government
- ☐ Other_____

Mailing Address: _____

Chief Administrative Officer (CAO):

- **Name:** _____
- **Title:** _____
- **Email:** _____
- **Phone:** _____
- **Date of Report Completion:**_____

Estimated Number of Unique Individuals Whose Personal Data Was Processed by the Entity in the Past Year

This is an optional question and may be used by policy makers to best determine how to assist governmental entities of different sizes and resources in implementing and maturing their privacy programs so as to best protect individual's privacy interests.

Select the best estimate based on available information to your governmental entity.

<input type="checkbox"/> Fewer than 1,000 <input type="checkbox"/> 1,000 – 4,999 <input type="checkbox"/> 5,000 – 24,999 <input type="checkbox"/> 25,000 – 99,999	<input type="checkbox"/> 100,000 – 499,999 <input type="checkbox"/> 500,000 – 999,999 <input type="checkbox"/> 1 million or more <input type="checkbox"/> Unknown
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Section 2: Privacy Program Status

Fulfills requirement of Section 63A-19-401.3(1)(a):

The chief administrative officer of each governmental entity shall prepare a report that includes...whether the governmental entity has initiated a privacy program

A privacy program is the structured collection of a governmental entity's privacy practices, policies, and procedures that govern its processing and protection of personal data to ensure compliance with applicable laws. A governmental entity's privacy program will meet the December 31, 2025, deadline even if it is not mature and/or in its early stages so long as the entity has fully completed its privacy program report or initiated its program through other means the entity has determined to meet the requirements of the Government Data Privacy Act.

- Has your governmental entity initiated a **privacy program**?

☐ Yes

☐ No

- What mechanism(s) has your governmental entity used to Initiate its **privacy program**?

☐ Administrative Rule

☐ Ordinance

☐ Resolution

☐ Policy

☐ Privacy Program Report

☐ Other: _____

Section 3: Privacy Practices, Maturity and Strategies

Fulfills requirement of Section 63A-19-401.3(1)(b)(i) and (ii)

The chief administrative officer of each governmental entity shall prepare a report that includes...any privacy practices implemented by the governmental entity...[and]... strategies for improving the governmental entity's privacy program and practices.

The privacy practices listed below are from the Privacy Program Framework v1.0 created and maintained by the Office of Data Privacy and may be viewed on [Privacy.Utah.Gov](https://www.privacy.utah.gov). Version 1.0 of the framework includes generally applicable privacy practices of the government entitled in GDPR, GRAMA, DARS and some administrative rules. The Framework also includes a maturity model for each privacy practice. The Office of Data Privacy is currently creating predefined strategies to mature specific practices in the framework that an entity may choose to select from and include in this report to fulfill the requirements of Section 63A-19-401.3(1)(b)(ii). The template will be updated with predefined strategies once available. Governmental entities may define their own strategies in lieu of using predefined strategies.

Entities should amend this section to include other privacy practices the entity may implement due to more specific or restrictive laws.

Level	Description
Level 0 Non-Existent	The practice is not implemented or acknowledged.
Level 1 Ad Hoc	The practice may occur but is undocumented (no policies or procedures), application is reactive and not standardized.
Level 2 Defined	The practice is implemented and documented, but documentation may not cover all relevant aspects, and application may be informal and inconsistent.
Level 3 Consistently Implemented	The practice is documented to cover all relevant aspects, application is formal and consistent.
Level 4 Managed	The practice is actively managed with metrics that are regularly reviewed to assess efficacy and facilitate improvement.
Level 5 Optimized	The practice is fully embedded in the entity with recognition and understanding across the workforce through active training and awareness campaigns, and inclusion in operations and strategy.

Privacy Practices Implemented

List all privacy practices implemented by your governmental entity and, if you are using the Privacy Program Framework, indicate the current maturity level (0–5) for each practice, which strategies from the framework your entity plans to implement during the next calendar year, and select the anticipated target maturity the entity will achieve for a given practice by the end of the calendar year.

Governance				
Practice	Implemented	Current Maturity	Strategies for Improvement	Target Maturity
1. Chief Administrative Officer (CAO) Designation	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 1 ▾	Example Strategy: Adopt policy or ordinance that formally adopts this practice and define who will make CAO designation and how that designation will be made.	Level 2 ▾
2. Records Officers Appointment	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 1 ▾	Example Strategy: Adopt policy or ordinance that formally adopts this practice and defines how the CAO will make records officer appointments and review those appointments annually.	Level 2 ▾

Record Series				
Practice	Implemented	Current Maturity	Strategies for Improvement	Target Maturity
3. Record Series Creation and Maintenance	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 1 ▾		Level 1 ▾

4. Record Series Designation and Classification	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 1 ▾		Level 1 ▾
5. Retention Schedule Proposal and Approval	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾
6. Record Series Privacy Annotation	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾

Awareness and Training				
Practice	Implemented	Current Maturity	Strategies for Improvement	Target Maturity
7. Records Officers Training and Certification	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Level 1 ▾	<p>1. <i>Example Strategy: Adopt policy or ordinance that formally adopts this practice and requires records officers to complete annual records officer certification.</i></p> <p>2. <i>Example Strategy: The CAO will, annually when this Privacy Program Report is finalized, review/update records officer appointments and verify training and certifications are still completed.</i></p>	Level 3 ▾
8. Statewide Privacy Awareness Training	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾

Identify				
Practice	Implemented	Current Maturity	Strategies for Improvement	Target Maturity
9. Inventorying	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 1 ▾	1. Adopt policy or ordinance that formally adopts this practice. 2. Records Officers will begin creating an inventory of all forms on which personal data is collected (paper and digital forms).	Level 2 ▾
10. Privacy Impact Assessment	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾

Transparency				
Practice	Implemented	Current Maturity	Strategies for Improvement	Target Maturity
11. Website Privacy Policy	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾
12. Privacy Notice (Notice to Provider of Information)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 1 ▾	1. <i>Example Strategy:</i> <i>Adopt policy or ordinance that formally adopts this practice.</i> 2. <i>Example Strategy:</i> <i>Records Officers will ensure all new forms that collect personal data provide notice and</i>	Level 2 ▾

			<p><i>review the inventory created in Practice 9 to determine if pre-existing forms provide proper notice. If forms do not provide proper notice we will begin updating the forms to include the required notice.</i></p>	
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Processing				
Practice	Implemented	Current Maturity	Strategies for Improvement	Target Maturity
13. Minimum Data Necessary	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾
14. Record and Data Sharing or Selling	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾
15. Record Retention and Disposition	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾

Information Security				
Practice	Implemented	Current Maturity	Strategies for Improvement	Target Maturity
16. Incident Response	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾

17. Breach Notification	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾
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Individual Requests				
Practice	Implemented	Current Maturity	Strategies for Improvement	Target Maturity
18. Data Subject Requests for Access	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾
19. Data Subject Requests for Amendment or Correction	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾
20. Data Subject Requests for an Explanation	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾
21. Data Subject Request At-Risk Employee Restrictions	<input type="checkbox"/> Yes <input type="checkbox"/> No	Level 0 ▾		Level 0 ▾

Other Privacy Practices Implemented by the Governmental Entity		
Practice	Implemented	Strategies for Improvement
	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 4: High-Risk Processing Activities

Fulfills requirement of Section 63A-19-401.3(1)(b)(iii)

The chief administrative officer of each governmental entity shall prepare a report that includes...the governmental entity's high-risk processing activities.

Governmental entities are required to identify any high-risk processing activities they engage in.

Definition – Utah Code § 63A-19-101(17)

“High-risk processing activities” means a governmental entity’s processing of personal data that may have a significant impact on an individual’s privacy interests, based on factors that include:

- (i) the sensitivity of the personal data processed;
- (ii) the amount of personal data being processed;
- (iii) the individual’s ability to consent to the processing of personal data; and
- (iv) risks of unauthorized access or use.

High-risk processing activities may include the use of:

- (i) facial recognition technology
- (ii) automated decision making
- (iii) profiling
- (iv) genetic data
- (v) biometric data
- (vi) geolocation data

4.1 Select all applicable high-risk processing activities your entity engages in and provide a brief description of the purposes and uses of each.

☐ **Facial recognition technology**

Explanation of Purpose: _____

☐ **Automated decision making**

Explanation of Purpose: _____

☐ **Profiling (e.g., behavioral or predictive analysis)**

Explanation of Purpose: _____

☐ **Genetic data processing**

Explanation of Purpose: _____

☐ **Biometric data processing (e.g., fingerprints, voice, iris scans)**

Explanation of Purpose: _____

☐ **Geolocation data processing**

Explanation of Purpose: _____

4.2 Additional high-risk activities (not listed above)

List any other processing activities your entity has identified as high-risk under the statutory definition and a brief description of the purposes and uses of each.

[Insert narrative or list here] _____

Section 5: Personal Data Sharing, Selling and Purchasing

5.1 Personal Data Sharing, Selling and Purchasing

Fulfills requirement of Section 63A-19-401.3(1)(c) and (d)

The chief administrative officer of each governmental entity shall prepare a report that includes...a list of the types of personal data the governmental entity currently shares, sells, or purchases...[and]...the legal basis for sharing, selling, or purchasing personal data.

Using the checkboxes below identify whether your governmental entity shares, sells or purchases and the types of personal data listed and provides a summary of the legal basis for sharing, selling or purchasing.

Types of Personal Data	Share, Sell and Purchase Status	Legal Basis for Sharing, Selling or Purchasing
Basic Identifiers <ul style="list-style-type: none">• Full name• Date of birth• Place of birth• Gender• Age• Social Security Number• Driver's license or state ID number• Passport number• Government-issued identifiers	<input type="checkbox"/> Share <input type="checkbox"/> Sell <input type="checkbox"/> Purchase <input type="checkbox"/> N/A	
Contact Information <ul style="list-style-type: none">• Home address• Email address(es)	<input type="checkbox"/> Share <input type="checkbox"/> Sell	

<ul style="list-style-type: none"> • Phone number(s) • Mailing address 	<input type="checkbox"/> Purchase <input type="checkbox"/> N/A	
Demographic Data <ul style="list-style-type: none"> • Race or ethnicity • Marital status • Nationality or citizenship • Language preferences • Household size or composition 	<input checked="" type="checkbox"/> Share <input type="checkbox"/> Sell <input type="checkbox"/> Purchase <input type="checkbox"/> N/A	
Employment and Professional Information <ul style="list-style-type: none"> • Job title and position • Employment history • Employer name • Professional licenses or certifications • Work contact information 	<input checked="" type="checkbox"/> Share <input type="checkbox"/> Sell <input type="checkbox"/> Purchase <input type="checkbox"/> N/A	
Financial Information <ul style="list-style-type: none"> • Bank account details • Credit card numbers • Tax identification numbers • Income and wage data • Credit reports or scores • Payment history 	<input checked="" type="checkbox"/> Share <input type="checkbox"/> Sell <input type="checkbox"/> Purchase <input type="checkbox"/> N/A	
Health and Medical Information <ul style="list-style-type: none"> • Medical history • Diagnoses or treatments • Mental health data • Health insurance information • Prescription information 	<input type="checkbox"/> Share <input type="checkbox"/> Sell <input type="checkbox"/> Purchase <input checked="" type="checkbox"/> N/A	

<ul style="list-style-type: none"> • <i>Disability status</i> 		
Education Information <ul style="list-style-type: none"> • <i>School or institution attended</i> • <i>Student ID numbers</i> • <i>Grades or transcripts</i> • <i>Special education status</i> • <i>Disciplinary records</i> 	<input type="checkbox"/> <i>Share</i> <input type="checkbox"/> <i>Sell</i> <input type="checkbox"/> <i>Purchase</i> <input type="checkbox"/> <i>N/A</i>	
Government Program or Benefits Data <ul style="list-style-type: none"> • <i>Program participation (e.g., SNAP, Medicaid, TANF)</i> • <i>Eligibility determinations</i> • <i>Benefit amounts or disbursements</i> • <i>Case management notes</i> • <i>Appeals/Decisions</i> 	<input type="checkbox"/> <i>Share</i> <input type="checkbox"/> <i>Sell</i> <input type="checkbox"/> <i>Purchase</i> <input type="checkbox"/> <i>N/A</i>	
Biometric Data <ul style="list-style-type: none"> • <i>Fingerprints</i> • <i>Facial recognition data</i> • <i>Retina or iris scans</i> • <i>Voiceprints</i> • <i>DNA or genetic information</i> 	<input type="checkbox"/> <i>Share</i> <input type="checkbox"/> <i>Sell</i> <input type="checkbox"/> <i>Purchase</i> <input type="checkbox"/> <i>N/A</i>	
Online and Digital Identifiers <ul style="list-style-type: none"> • <i>IP addresses</i> • <i>Device IDs</i> • <i>Cookies and browser fingerprints</i> • <i>Location data (e.g., GPS)</i> • <i>Login credentials</i> • <i>Online activity logs</i> • <i>Social Media Handles</i> 	<input type="checkbox"/> <i>Share</i> <input type="checkbox"/> <i>Sell</i> <input type="checkbox"/> <i>Purchase</i> <input type="checkbox"/> <i>N/A</i>	

Criminal or Legal Information <ul style="list-style-type: none"> • Arrest records • Conviction history • Court records • Probation or parole status • Incarceration records 	<input type="checkbox"/> Share <input type="checkbox"/> Sell <input type="checkbox"/> Purchase <input type="checkbox"/> N/A	
Vehicle and Property Data <ul style="list-style-type: none"> • Vehicle registration • VIN numbers • Property ownership or deed information • Property tax records • Utility usage data 	<input type="checkbox"/> Share <input type="checkbox"/> Sell <input type="checkbox"/> Purchase <input type="checkbox"/> N/A	
Photographic or Video Data <ul style="list-style-type: none"> • Surveillance footage • Government ID photos • School or agency-provided photo records • Body camera footage • Public meeting recordings 	<input type="checkbox"/> Share <input type="checkbox"/> Sell <input type="checkbox"/> Purchase <input type="checkbox"/> N/A	
Voting and Civic Data <ul style="list-style-type: none"> • Voter registration • Voting history • Political district assignments • Civic engagement program data 	<input type="checkbox"/> Share <input type="checkbox"/> Sell <input type="checkbox"/> Purchase <input type="checkbox"/> N/A	
Immigration or Travel Information <ul style="list-style-type: none"> • Visa status • Travel history or itineraries 	<input type="checkbox"/> Share <input type="checkbox"/> Sell	

<ul style="list-style-type: none"> • <i>Customs declarations</i> • <i>Immigration proceedings</i> 	<input type="checkbox"/> <i>Purchase</i> <input type="checkbox"/> <i>N/A</i>	
Communication and Complaint Data <ul style="list-style-type: none"> • <i>Emails or written correspondence</i> • <i>Call transcripts or recordings</i> • <i>Case notes related to complaints or service requests</i> 	<input type="checkbox"/> <i>Share</i> <input type="checkbox"/> <i>Sell</i> <input type="checkbox"/> <i>Purchase</i> <input type="checkbox"/> <i>N/A</i>	
Other Explain _____	<input type="checkbox"/> <i>Share</i> <input type="checkbox"/> <i>Sell</i> <input type="checkbox"/> <i>Purchase</i> <input type="checkbox"/> <i>N/A</i>	

5.2 Personal Data Recipients and Sources

Fulfills requirement of Section 63A-19-401.3(1)(e)(i), (ii) and (iii)

The chief administrative officer of each governmental entity shall prepare a report that includes...the category of individuals or entities with whom the governmental entity shares personal data; to whom the governmental entity sells personal data; or from whom the governmental entity purchases personal data.

Processing Activity	Categories of Recipients or Sources
Personal Data Shared With	<ul style="list-style-type: none"><input type="checkbox"/> Other Governmental Entities (State, Local, Federal, or Tribal)<input type="checkbox"/> Law Enforcement Agencies<input type="checkbox"/> Judicial or Court Systems<input type="checkbox"/> Third-Party Service Providers / Contractors / Vendors<input type="checkbox"/> Cloud Service Providers / Hosting Platforms<input type="checkbox"/> Research Institutions / Universities<input type="checkbox"/> Nonprofit Organizations<input type="checkbox"/> Private Sector / Commercial Companies <input type="checkbox"/> Healthcare Providers or Health Information Exchanges<input type="checkbox"/> Educational Institutions<input type="checkbox"/> Credit Bureaus or Financial Institutions<input type="checkbox"/> Insurance Providers<input type="checkbox"/> Media or News Organizations<input type="checkbox"/> Foreign Governments or International Organizations<input type="checkbox"/> Data Brokers / Aggregators<input type="checkbox"/> Social Media Platforms<input type="checkbox"/> Individuals (e.g., data subjects or their authorized representatives)<input type="checkbox"/> Auditors / Oversight Bodies<input type="checkbox"/> Public Disclosure / Open Records Releases

	<input type="checkbox"/> <i>Emergency Services / Disaster Response Agencies</i> <input type="checkbox"/> <i>Public Utilities or Infrastructure Partners</i> <input type="checkbox"/> <i>Technology Integrators or Software Developers</i> <input type="checkbox"/> <i>Professional Licensing Boards</i> <input type="checkbox"/> <i>Legislative Bodies or Policy Research Organizations</i> <input type="checkbox"/> <i>Regulatory Agencies</i> <input type="checkbox"/> <i>Non-Governmental Watchdogs / Advocacy Groups</i> <input type="checkbox"/> <i>Other</i> _____ <input type="checkbox"/> <i>N/A</i>
<i>Personal Data Sold To</i>	<input type="checkbox"/> <i>Other Governmental Entities (State, Local, Federal, or Tribal)</i> <input type="checkbox"/> <i>Law Enforcement Agencies</i> <input type="checkbox"/> <i>Judicial or Court Systems</i> <input type="checkbox"/> <i>Third-Party Service Providers / Contractors / Vendors</i> <input type="checkbox"/> <i>Cloud Service Providers / Hosting Platforms</i> <input type="checkbox"/> <i>Research Institutions / Universities</i> <input type="checkbox"/> <i>Nonprofit Organizations</i> <input type="checkbox"/> <i>Private Sector / Commercial Companies</i> <input type="checkbox"/> <i>Healthcare Providers or Health Information Exchanges</i> <input type="checkbox"/> <i>Educational Institutions</i> <input type="checkbox"/> <i>Credit Bureaus or Financial Institutions</i> <input type="checkbox"/> <i>Insurance Providers</i> <input type="checkbox"/> <i>Media or News Organizations</i> <input type="checkbox"/> <i>Foreign Governments or International Organizations</i> <input type="checkbox"/> <i>Data Brokers / Aggregators</i> <input type="checkbox"/> <i>Social Media Platforms</i> <input type="checkbox"/> <i>Individuals (e.g., data subjects or their authorized representatives)</i> <input type="checkbox"/> <i>Auditors / Oversight Bodies</i> <input type="checkbox"/> <i>Public Disclosure / Open Records Releases</i> <input type="checkbox"/> <i>Emergency Services / Disaster Response Agencies</i> <input type="checkbox"/> <i>Public Utilities or Infrastructure Partners</i>

	<input type="checkbox"/> <i>Technology Integrators or Software Developers</i> <input type="checkbox"/> <i>Professional Licensing Boards</i> <input type="checkbox"/> <i>Legislative Bodies or Policy Research Organizations</i> <input type="checkbox"/> <i>Regulatory Agencies</i> <input type="checkbox"/> <i>Non-Governmental Watchdogs / Advocacy Groups</i> <input type="checkbox"/> <i>Other</i> _____ <input type="checkbox"/> <i>N/A</i>
<i>Personal Data Purchased From</i>	<input type="checkbox"/> <i>Other Governmental Entities (State, Local, Federal, or Tribal)</i> <input type="checkbox"/> <i>Law Enforcement Agencies</i> <input type="checkbox"/> <i>Judicial or Court Systems</i> <input type="checkbox"/> <i>Third-Party Service Providers / Contractors / Vendors</i> <input type="checkbox"/> <i>Cloud Service Providers / Hosting Platforms</i> <input type="checkbox"/> <i>Research Institutions / Universities</i> <input type="checkbox"/> <i>Nonprofit Organizations</i> <input type="checkbox"/> <i>Private Sector / Commercial Companies</i> <input type="checkbox"/> <i>Healthcare Providers or Health Information Exchanges</i> <input type="checkbox"/> <i>Educational Institutions</i> <input type="checkbox"/> <i>Credit Bureaus or Financial Institutions</i> <input type="checkbox"/> <i>Insurance Providers</i> <input type="checkbox"/> <i>Media or News Organizations</i> <input type="checkbox"/> <i>Foreign Governments or International Organizations</i> <input type="checkbox"/> <i>Data Brokers / Aggregators</i> <input type="checkbox"/> <i>Social Media Platforms</i> <input type="checkbox"/> <i>Individuals (e.g., data subjects or their authorized representatives)</i> <input type="checkbox"/> <i>Auditors / Oversight Bodies</i> <input type="checkbox"/> <i>Public Disclosure / Open Records Releases</i> <input type="checkbox"/> <i>Emergency Services / Disaster Response Agencies</i> <input type="checkbox"/> <i>Public Utilities or Infrastructure Partners</i> <input type="checkbox"/> <i>Technology Integrators or Software Developers</i> <input type="checkbox"/> <i>Professional Licensing Boards</i>

	<ul style="list-style-type: none"><input type="checkbox"/> <i>Legislative Bodies or Policy Research Organizations</i><input type="checkbox"/> <i>Regulatory Agencies</i><input type="checkbox"/> <i>Non-Governmental Watchdogs / Advocacy Groups</i><input type="checkbox"/> <i>Other</i> _____<input type="checkbox"/> <i>N/A</i>
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Section 6: Privacy Training Completion

Fulfills requirement of Section 63A-19-401.3(1)(f)

The chief administrative officer of each governmental entity shall prepare a report that includes...the percentage of the governmental entity's employees that have fulfilled the data privacy training requirements described in Section 63A-19-401.2.

What percentage of your entity's employees completed required privacy training requirements described in Section 63A-19-401.2?

Enter %

Section 7: Non-Compliant Processing Activities (Must be completed by Dec 31, 2027).

Fulfills requirement of Section 63A-19-401.3(1)(g)

The chief administrative officer of each governmental entity shall prepare a report that includes...a description of any non-compliant processing activities identified under Subsection 63A-19-401(2)(a)(iv) and the governmental entity's strategy for bringing those activities into compliance with Part 4 of the Government Data Privacy Act.

Have any non-compliant processing activities been identified under §63A-19-401(2)(a)(iv)?

☐ Yes

☐ No

If yes, provide details:

<i>Processing Activity Name</i>	<i>Processing Activity Type</i>	<i>Issues Identified</i>	<i>Strategies for Compliance</i>	<i>Estimated Completion Date</i>

Certification

Certification must be completed by the governmental entity's chief administrative officer.

I, the undersigned, certify that the information provided in this report is accurate to the best of my knowledge.

Name: _____

Signature: _____

Date: _____

