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Annual Report for Data Sharing and Sales Template with Examples

(An [annual report on data sharing and data sales](#) is required by the Government Data Privacy Act to be submitted to the SPO. We recommend submission by the end of August each year.)

City of Metropolis

Report to the State Privacy Officer

Reporting Period: January 1, 2023, to December 31, 2023

1. Introduction

The City of Metropolis is committed to responsible data practices, prioritizing transparency and legal compliance. This report outlines the types of personal data shared or sold, the basis for these activities, and the recipients involved, as required by the Government Data Privacy Act (GDPA). The City serves a population of approximately 1.5 million residents.

The city does not sell personal data.

2. Data Categories

Category 1: Name, Address and Property Tax Information

Type of Data Shared or Sold Publicly accessible property ownership details and related tax data.

Basis for Sharing or Selling Required by state transparency laws for public records.

Reference [Utah Code § 63G-2-301](#) (Government Records Access and Management Act)

Recipients

- **Class 1:** General public via public portals.
- **Class 2:** Real estate professionals, analysts and property appraisers.
- **Governmental Entities:** County Assessors' Offices and State Tax Commission.

Category 2: Traffic Violation Data

Type of Data Shared or Sold	Information on recorded traffic violations, including license plate numbers and citation history.
Basis for Sharing or Selling	Shared with law enforcement agencies to enforce traffic regulations.
Reference	Utah Code § 63G-2-301 (classification of certain records as public)
Recipients	<ul style="list-style-type: none">- Class 1: Law enforcement agencies, municipal and state.- Class 2: Legal counsel offices and insurance companies.- Governmental Entities: Metropolis Police Department and State Department of Public Safety.

Category 3: Public Health Statistics

Type of Data Shared or Sold	Aggregated health data, including vaccination rates and disease trends, for public health studies.
Basis for Sharing or Selling	Permitted under state authority to collect and report health data.
Reference	Utah Code § 26-1-30 (Health Data Collection and Reporting)
Recipients	<ul style="list-style-type: none">- Class 1: Research organizations, nonprofits and university health departments.- Governmental Entities: State Department of Health and County Public Health Offices.

Category 4: Vehicle Registration Information

Type of Data Shared or Sold	Registration details and VINs for vehicles registered in Metropolis.
Basis for Sharing or Selling	Required by state regulation for emissions monitoring and vehicle registration tracking.
Reference	Utah Code § 41-1a-116 (Vehicle Registration Act)
Recipients	<ul style="list-style-type: none">- Class 1: Car insurance companies and auto manufacturers (for recalls).- Governmental Entities: State DMV and Environmental Quality Department.

Category 5: Employment Records of City Employees

Type of Data Shared or Sold	Job titles, employment status, and department information (excluding sensitive identifiers like SSNs).
Basis for Sharing or Selling	Required for public sector transparency and workforce analysis.
Reference	Utah Code § 63G-2-301 (public records classification)
Recipients	<ul style="list-style-type: none">- Class 1: Internal auditors, HR departments and research institutions.- Governmental Entities: State Office of Human Resources, Department of Labor Statistics.

Category 6: Utility Consumption Records

Type of Data Shared or Sold	Aggregated water, gas and electricity usage data for city infrastructure planning.
Basis for Sharing or Selling	Shared to support urban infrastructure and environmental planning.
Reference	Utah Code § 10-8-14 (Municipal Utility Reporting Act)
Recipients	<ul style="list-style-type: none">- Class 1: Infrastructure planners and energy providers.- Governmental Entities: State Energy Office and Regional Urban Planning Council.

Category 7: Demographic Data

Type of Data Shared or Sold	Aggregated demographic data (age, gender and income) for planning public services.
Basis for Sharing or Selling	Used for demographic research and public service planning.
Reference	Utah Code § 63G-2-301 (public records classification)
Recipients	<ul style="list-style-type: none">- Class 1: Policy researchers and demographic analysts.- Governmental Entities: State Planning and Development Office.

Category 8: Education Enrollment Records

Type of Data Shared or Sold	Data on public school enrollment rates, including district identifiers and grade levels.
Basis for Sharing or Selling	Shared with state education offices for funding and planning purposes.
Reference	Utah Code § 53E-3-501 (Education Data Sharing Act)
Recipients	<ul style="list-style-type: none">- Class 1: Educational researchers and public policy groups.- Governmental Entities: State Department of Education and Local School Boards.

Category 9: Property Zoning Information

Type of Data Shared or Sold	Data on property zoning classifications, including recent changes and descriptions.
Basis for Sharing or Selling	Required for transparency and compliance with local zoning regulations.
Reference	Utah Code § 10-9a-201 (Land Use and Zoning Act)
Recipients	<ul style="list-style-type: none">- Class 1: Developers, real estate professionals and urban planners.- Governmental Entities: City Planning Office and State Zoning Board.

3. Summary and Recommendations

Summary

This report outlines the data sharing and selling practices by category, including the legal basis and recipients. To enhance privacy practices, the City is reviewing the following:

- **Further Anonymization** of all shared aggregated data to strengthen data protection.
- **Stakeholder Consultations** to assess the impact of data sharing.
- **Further Data Handling Training** for employees to align practices with privacy standards.

4. Contact Information

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