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January 6, 2021

The Honorable Ronald D. Kouchi
President, and Members of the Senate
Thirty-First State Legislature
State Capitol, Room 409
Honolulu, Hawai'i 96813

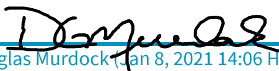
The Honorable Scott K. Saiki
Speaker, and Members of the House of
Representatives
Thirty-First State Legislature
State Capitol, Room 431
Honolulu, Hawai'i 96813

Dear President Kouchi, Speaker Saiki, and Members of the Legislature:

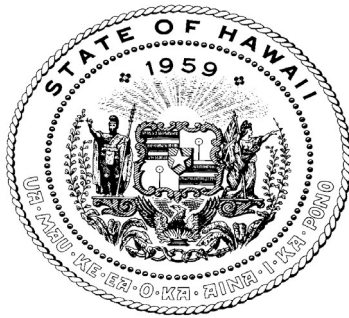
On behalf of the Information Privacy and Security Council, which is assigned to the Department of Accounting and General Services and chaired by the State Chief Information Officer, the Office of Enterprise Technology Services respectfully submits the attached Annual Summary Report on the government agencies' personal information systems, pursuant to HRS section 487N-5(d).

In accordance with HRS section 93-16, this report may be viewed electronically at <http://ipsc.hawaii.gov/>.

Sincerely,


Douglas Murdock (Jan 8, 2021 14:06 HST)
Douglas Murdock
Chief Information Officer

Attachment



INFORMATION PRIVACY AND SECURITY COUNCIL

ANNUAL SUMMARY REPORT

JANUARY 5, 2021

SUBMITTED TO

THE THIRTY-FIRST STATE LEGISLATURE

**Information Privacy and Security Council
Annual Summary Report
January 5, 2021**

The Information Privacy and Security Council (IPSC) submits the following summary report on the existence and character of government agencies' personal information (PI) systems, pursuant to section 487N-5(d), Hawaii Revised Statutes (HRS).

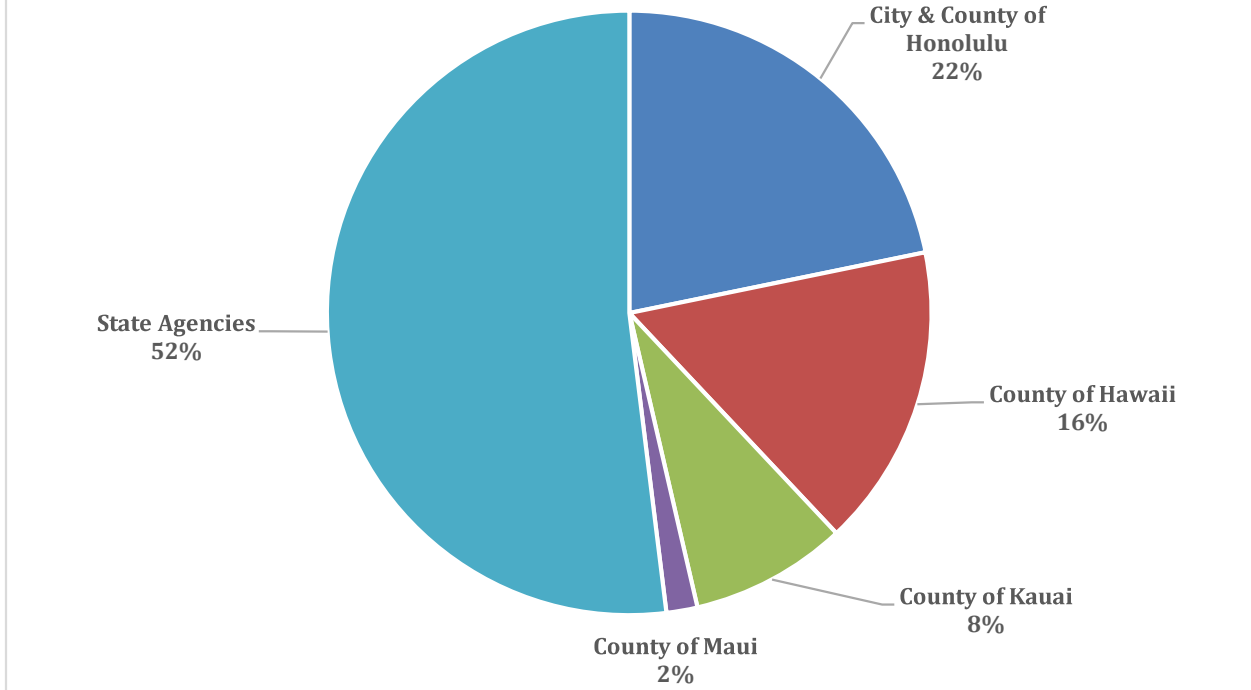
The IPSC has received the individual annual reports submitted by government agencies of the State of Hawaii, City and County of Honolulu, Hawaii County, Maui County, and Kauai County, in accordance with HRS section 487N-7. Enclosed are the council's findings and summary of recent legislation to protect PI handled by government agencies.

BACKGROUND

Any State or local government agency that maintains one or more personal information systems is required under section 487N-7, Hawaii Revised Statute (HRS), to submit to the IPSC an annual report on the existence and character of each PI system added or eliminated since the agency's previous annual report.

The IPSC continued with the "paperless" method of reporting to all jurisdictions and departments. All agencies had the option of using the IPSC's Privacy Impact Assessment (PIA) fillable PDF, accessible to agencies through the IPSC website (ipsc.hawaii.gov), to comply with their reporting requirement.

PI Assessment Reports Received

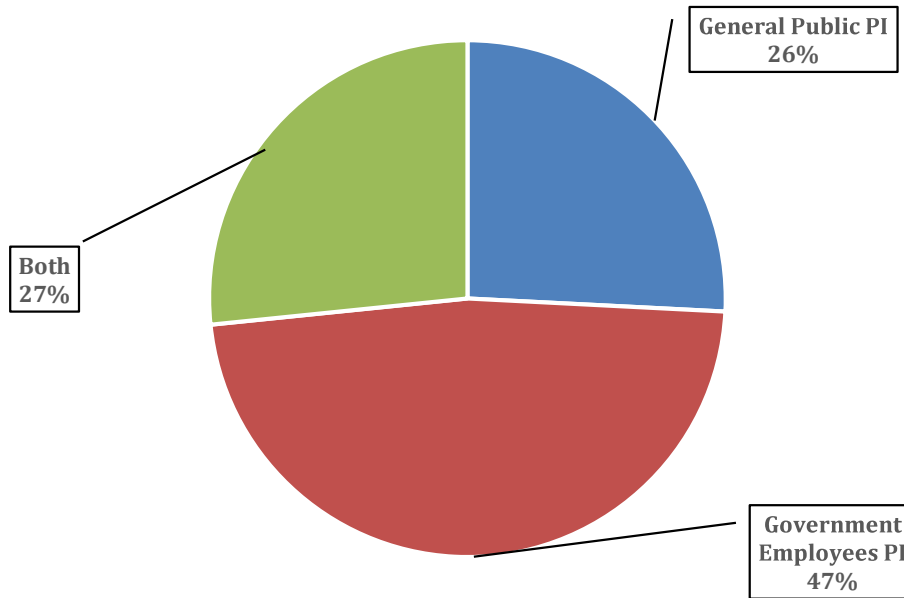


GENERAL STATISTICS

We continue to see a decrease in the number of reports received from various government agencies in the State of Hawaii. There was a total of **153** submissions this year compared to **191** from last year. The State of Hawaii government system (comprising of the Executive, Legislature, and Judiciary branches), continue to submit the most PI systems.

Total Reports Received in 2020	153
Report Submitted by State Agencies	93
Report Submitted by City & County of Honolulu Agencies (CCH)	13
Report Submitted by County of Hawaii Agencies (COH)	29
Report Submitted by County of Kauai Agencies (COK)	15
Report Submitted by County of Maui Agencies (COM)	3

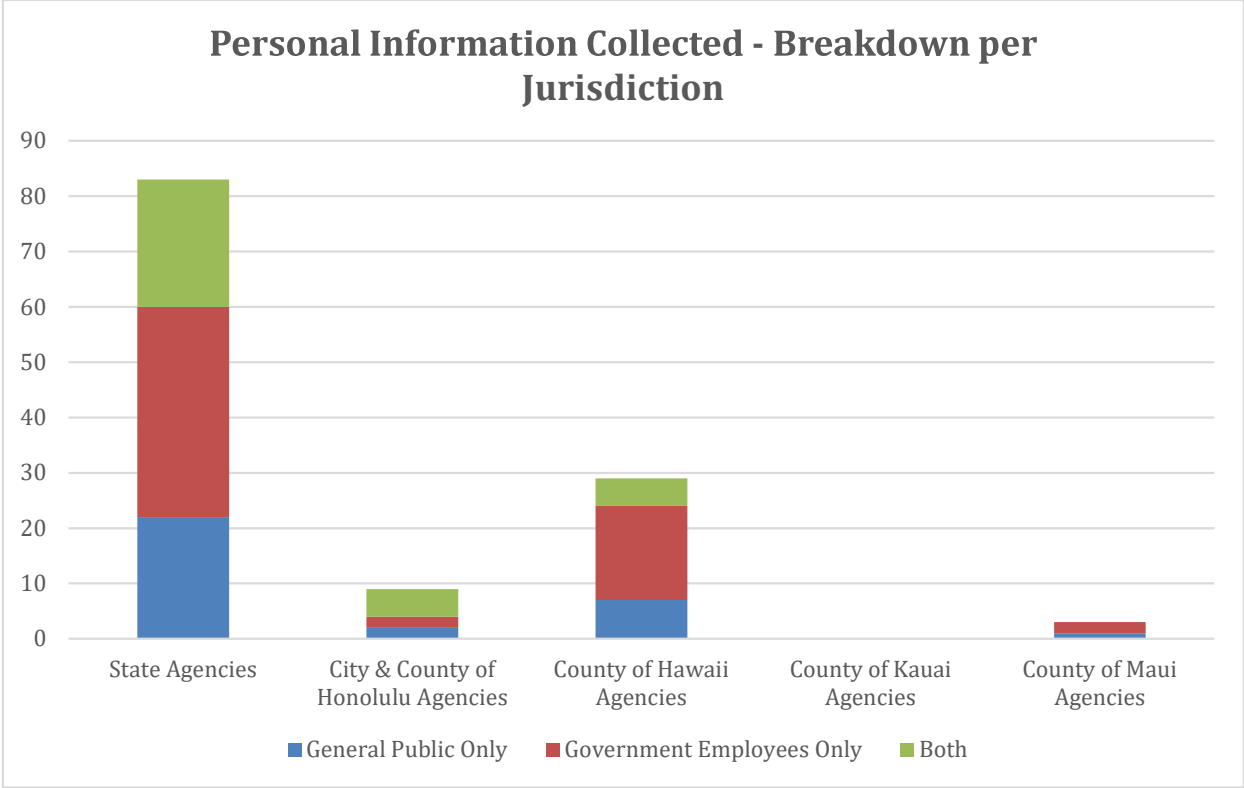
Personal Information Collected



PERSONAL INFORMATION (PI) COLLECTION

Of the **153** reports received this year, **32** agencies have reported that they only collect personal information from the general public while **59** agencies reported that they only collect personal information on government employees. **33** agencies have reported that they collect personal information from both the general public and government employees while the remaining agencies did not provide an answer or do not collect personal information at all.

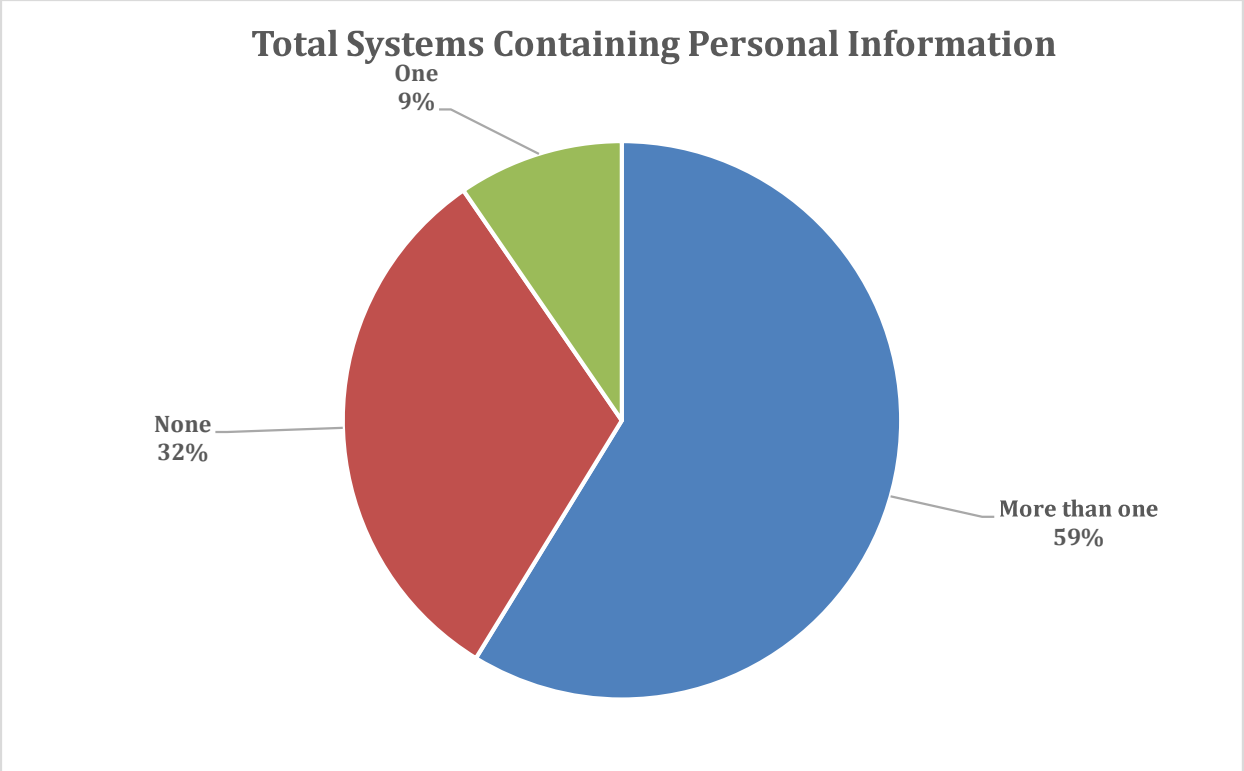
Agencies Reporting Systems Collecting Personal Information only on the General Public	32
Agencies Reporting Systems Collecting Personal Information only on the Government Employees	59
Agencies Reporting Systems Collecting Both	33



	General Public Only	Government Employees Only	Both
State Agencies	22	38	23
City & County of Honolulu Agencies	2	2	5
County of Hawaii Agencies	7	17	5
County of Kauai Agencies	0	0	0
County of Maui Agencies	1	2	0

State agencies continue to collect the most personal identifiable information from either the general public (**22 agencies**) or (**38 agencies**) government employees, or both (**23 agencies**).

No agencies from the County of Kauai reported changes in Personal Information collected. Only one agency from the County of Maui only collects from the general public, and **2** agencies only collect PI from government employees. The remaining agencies that submitted a PIA report this year have not answered the following qualifying question(s).

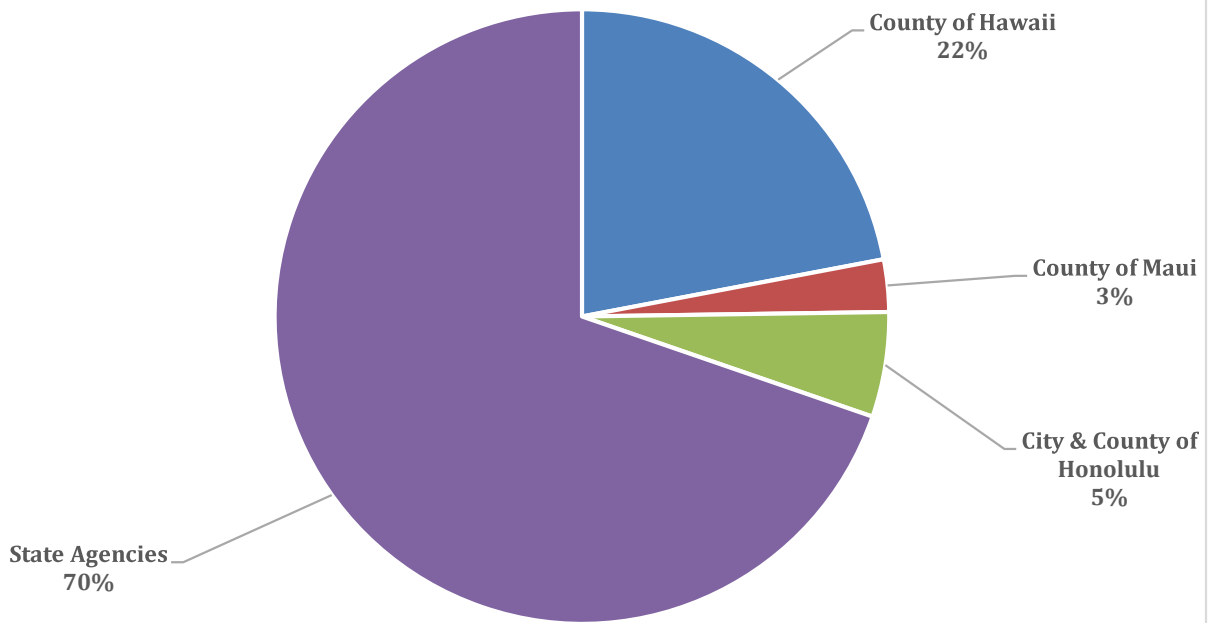


Reference: Annual Personal Information System Report – Privacy Impact Assessment (PIA) Part II Section A. Question 1.b.

TOTAL SYSTEMS CONTAINING PERSONAL INFORMATION

	None	One	More than One
State Agencies	11	12	56
City & County of Honolulu Agencies	5	0	8
County of Hawaii Agencies	23	5	23
County of Kauai Agencies	14	0	14
County of Maui Agencies	0	0	3

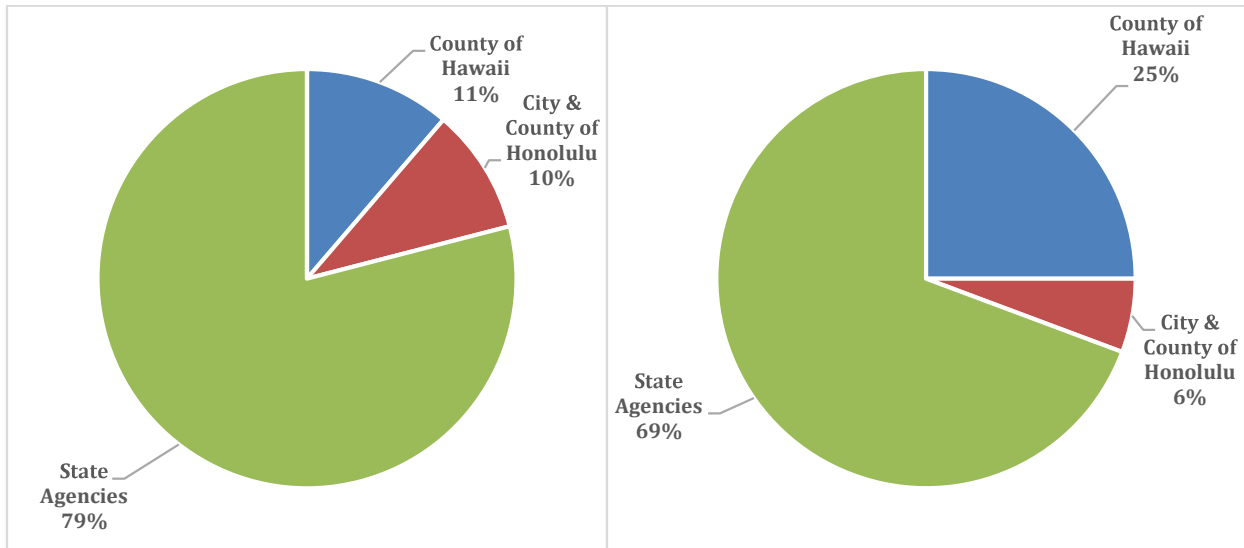
Total Systems with PI in Operation/Maintenance



Reference: *Annual Personal Information System Report – Privacy Impact Assessment (PIA) Part II Section A. Question 1.c.*

SYSTEMS WITH PERSONAL INFORMATION IN OPERATION/MAINTENANCE

State Agencies	80
City & County of Honolulu Agencies	11
County of Hawaii Agencies	36
County of Kauai Agencies	0
County of Maui Agencies	4



Reference: (Left) Systems excluded from FOIA (*Annual Personal Information System Report – Privacy Impact Assessment Part II Section B. Question 1.b.*); (Right) Systems excluded from UIPA (*Annual Personal Information System Report – Privacy Impact Assessment Part II Section B. Question 1.c.*)

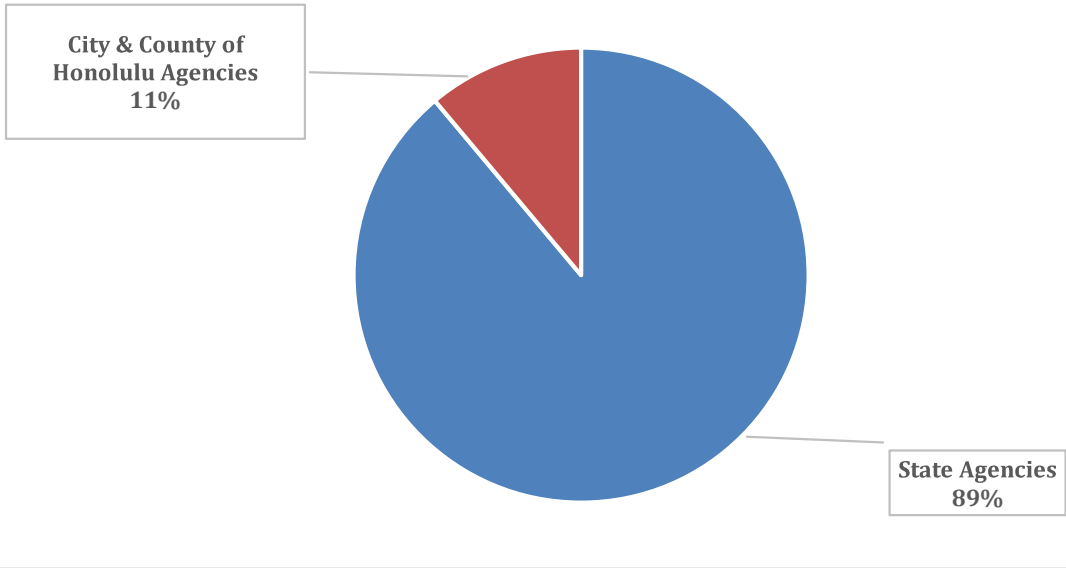
SYSTEMS EXCLUDED FROM THE FREEDOM OF INFORMATION ACT (FOIA) AND THE UNIFORM INFORMATION PRACTICE ACT (UIPA)

	FOIA	UIPA
State Agencies	49	61
City & County of Honolulu Agencies	6	5
County of Hawaii Agencies	7	22
County of Kauai Agencies	0	0
County of Maui Agencies	0	0

ACCESS TO THE DATA

Of the **153** reports received, **62** agencies have reported that their data are subject to exclusion from disclosure under the Federal Freedom of Information Act (FOIA). In addition, **88** agencies reported their data is also subject to exclusion from disclosure under the State of Hawaii Uniform Information Practices Act (UIPA).

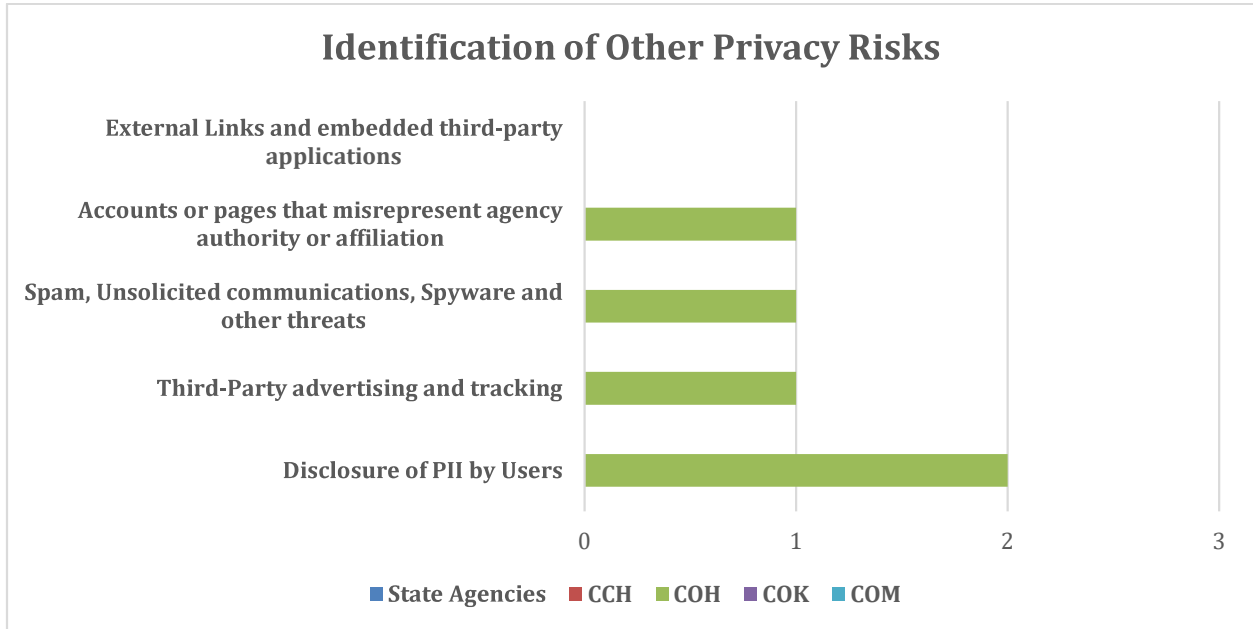
AGENCIES THAT SHARE PERSONAL INFORMATION WITH THIRD-PARTY SOURCES



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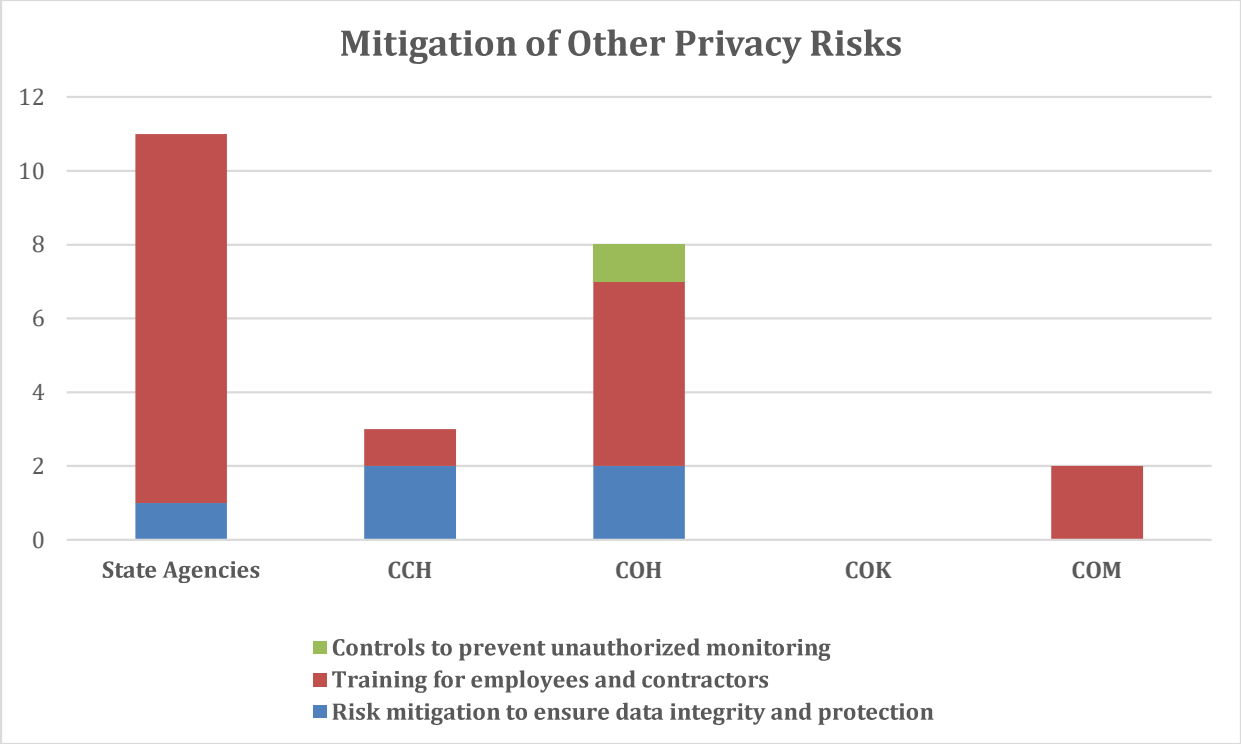
State Agencies	24
City & County of Honolulu Agencies	3
County of Hawaii Agencies	0
County of Kauai Agencies	0
County of Maui Agencies	0

IDENTIFICATION AND MITIGATION OF OTHER PRIVACY RISKS: SHARING AND DISCLOSURE OF PI



IDENTIFICATION OF OTHER PRIVACY RISKS

	State Agencies	CCH	COH	COK	COM
Disclosure of PI by Users	0	0	2	0	0
Third-Party advertising and tracking	0	0	1	0	0
Spam, Unsolicited communications, Spyware and other threats	0	0	1	0	0
Accounts or pages that misrepresent agency authority or affiliation	0	0	1	0	0
External Links and embedded third-party applications	0	0	0	0	0
Monitoring future requirements and future technology	0	0	0	0	0



MITIGATION OF OTHER PRIVACY RISKS

	State Agencies	CCH	COH	COK	COM
Risk mitigation to ensure data integrity and protection	1	2	2	0	0
Training for employees and contractors	10	1	5	0	2
Controls to prevent unauthorized monitoring	0	0	1	0	0