



STATE OF INDIANA

Jim Corridan, Director & State Archivist

Mitchell E. Daniels Jr., Governor

INDIANA COMMISSION ON PUBLIC RECORDS

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TO: Members of the Indiana General Assembly

FROM: Jim Corridan, Director and State Archivist,
Indiana Commission on Public Records

RE: Report to General Assembly on Personal Information Systems

DATE: December 1, 2006

Pursuant to IC 4-1-6-9 and on behalf of 66 state agencies, the Indiana Commission on Public Records (ICPR) submits this report to the General Assembly regarding personal information that state agencies have identified to be in need of statutory protection from public disclosure.

I. Background

State agencies are required to annually file two reports detailing their collection of personal information. The first, due December 1st to the General Assembly, requires the agency to recommend what, if any, personal information collected is need of specific statutory authorization to be maintained on a confidential basis. The second, due December 31st to the Governor, requires the agency to detail what new personal information systems exists, what personal information is collected and the reasons for such collection.

Before 2005, no agency had complied with these reporting requirements. With the Governor's directive to centralize state IT in 2005, the State Chief Information Officer took on the responsibility for reporting under IC 4-1-6 to prepare one set of reports on behalf of all state agencies. Under his leadership, ICPR was engaged to assist with the requests to maintain information on a confidential basis, as it is ICPR that performs the function of protecting information via retention schedules. The process worked so well that this year and in years to come, IOT will collect the information and ICPR will prepare this report.

II. Conclusion: No Information Additional Statutory Protection Needed at this Time

Sixty-six state agencies identified 969 systems. Of these, 112 were identified by the agency as potentially requiring a new statute to protect the personal information. Having reviewed these requests, the Commission on Public Records narrowed the 112 systems down to 26 that require additional review. ICPR is working with those agencies for the additional information needed to come to the proper conclusion on each request.

The remaining 96 requests were either already covered by existing law, did not comport with the letter or spirit of the Access to Public Records Act, or could be covered by a retention schedule. Thus, no request was deemed warranted to submit to the General Assembly at this time.

If you have any questions or concerns, please do not hesitate to contact me.