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December 24, 2019

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

The Honorable Scott K. Saiki
Speaker, and Members of the House of
Representatives
Thirtieth 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).

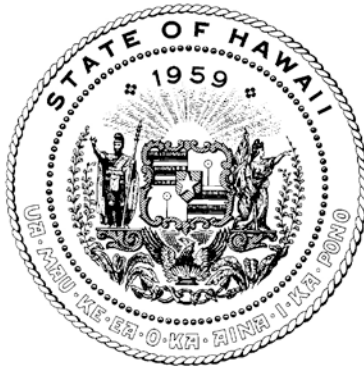
In accordance with HRS section 93-16, this report may be viewed electronically at <http://ipsc.hawaii.gov/>.

Sincerely,


Douglas Murdock (Dec 24, 2019)

Douglas Murdock
Chief Information Officer

Attachment



INFORMATION PRIVACY AND SECURITY COUNCIL

ANNUAL SUMMARY REPORT

DECEMBER 24, 2019

SUBMITTED TO

THE THIRTIETH STATE LEGISLATURE

**Information Privacy and Security Council
Annual Summary Report
December 24, 2019**

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), Hawai'i Revised Statutes (HRS).

As currently defined per HRS section 487N-1, "Personal information" means an individual's first name or first initial and last name in combination with any one or more of the following data elements, when either the name or the data elements are not encrypted:

- (1) Social security number;
- (2) Driver's license number or Hawaii identification card number; or
- (3) Account number, credit or debit card number, access code, or password that would permit access to an individual's financial account.

The IPSC has received the individual annual reports submitted by government agencies of the State of Hawai'i, City and County of Honolulu, Hawai'i County, Maui County, and Kaua'i County, in accordance with HRS section 487N-7. Enclosed are the council's findings, significant trends, and recommendations to protect PI used by government agencies.

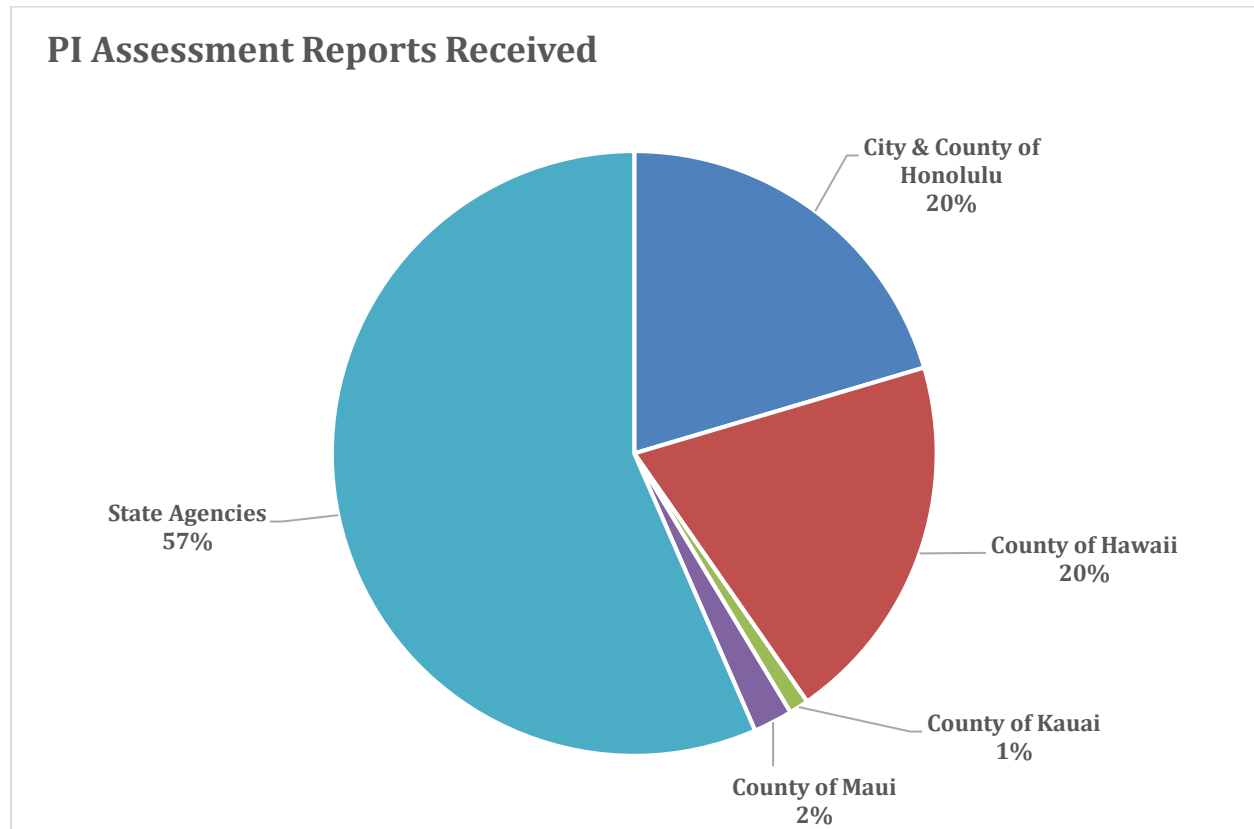
Background

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 completed the IPSC's electronic Privacy Impact Assessment (PIA) Form in fillable PDF, accessible to agencies through the IPSC website (ipsc.hawaii.gov), and submitted by email, to comply with their reporting requirement.

Findings

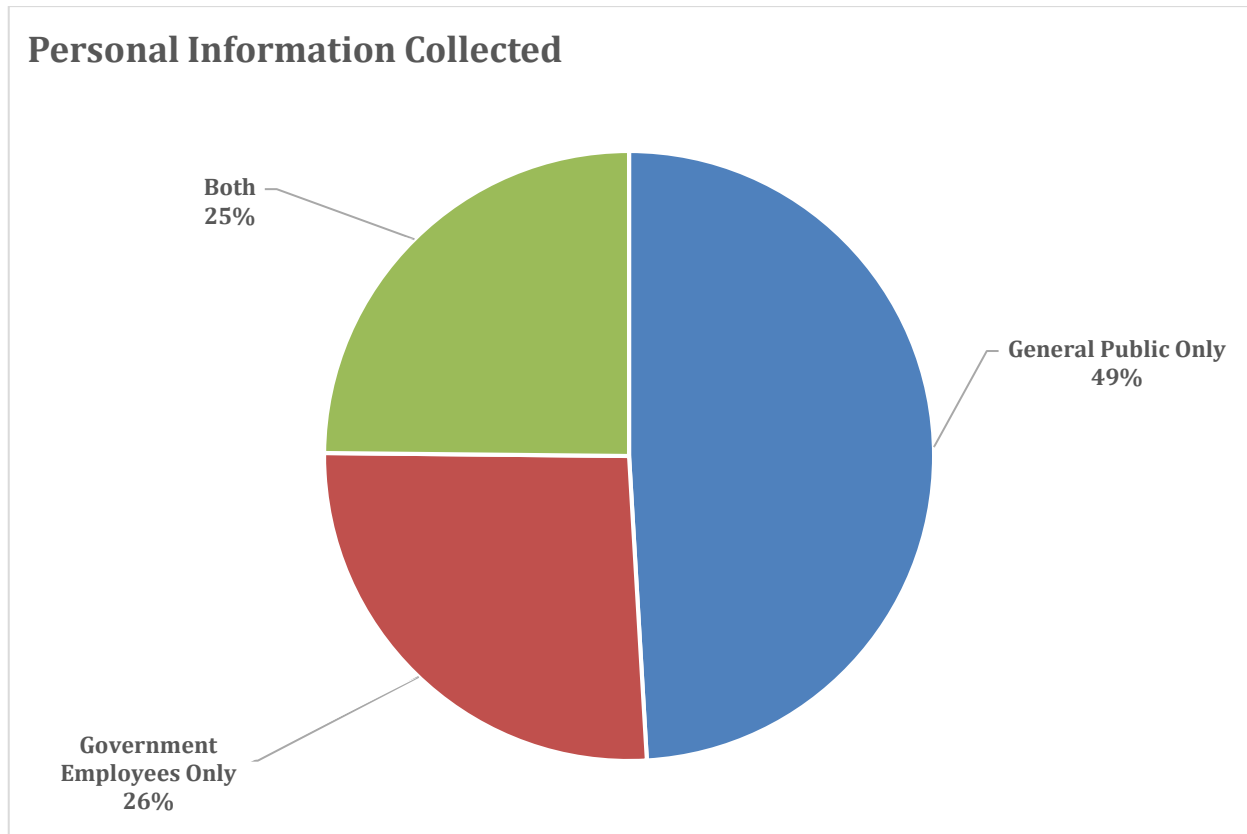
General Statistics



There has been a slight decrease in the number of reports received from various State government agencies. There was a total of 191 submissions this year compared to 194 from last year. There were fewer Personal Information System reports submitted by State agencies (-16%) as well as County of Kauai agencies (-6%) this year. The total number of reports submitted by the County of Hawaii (13%), Maui (1%), and the City and County of Honolulu (12%) saw an increase from last year.

Total Reports Received in 2019	191
Report Submitted by State Agencies	108
Report Submitted by City & County of Honolulu Agencies (CCH)	39
Report Submitted by County of Hawaii Agencies (COH)	38
Report Submitted by County of Kauai Agencies (COK)	2
Report Submitted by County of Maui Agencies (COM)	4
Total Agencies Reporting “No Changes” from Previous Year	3

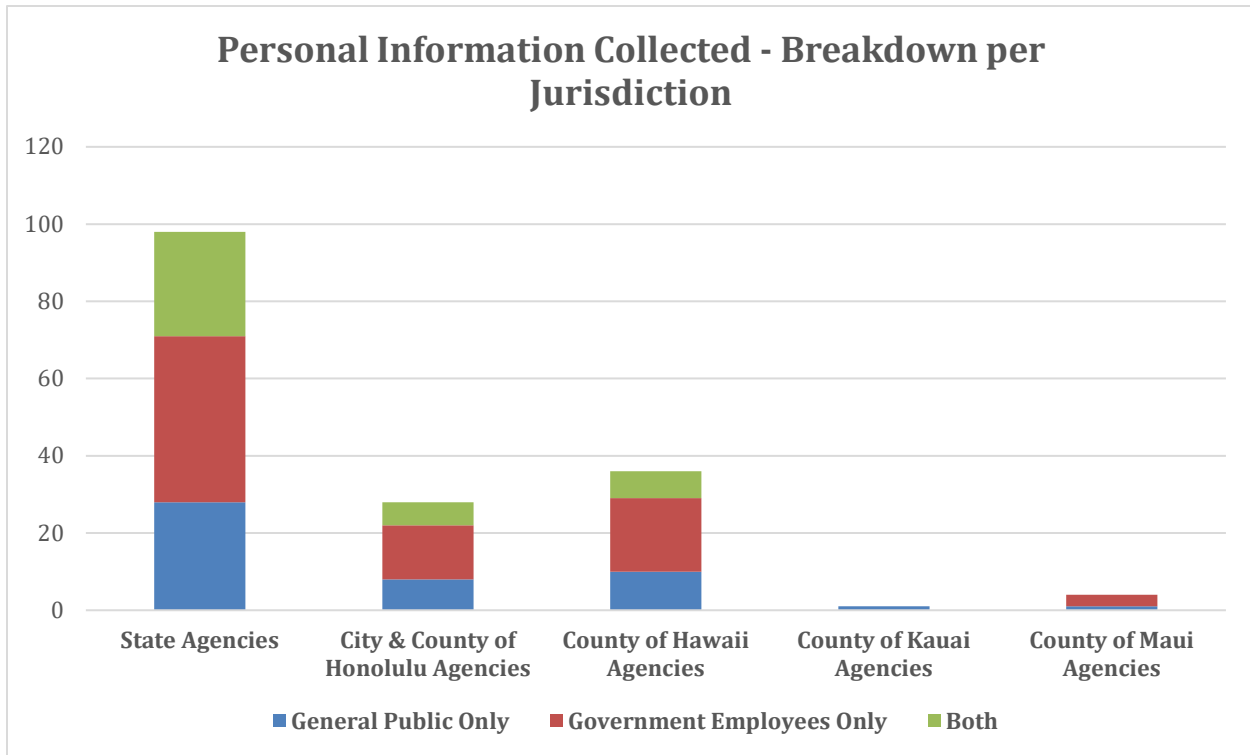
Personal Information Collection



Of the 191 reports received this year, 48 agencies have reported that they only collect personal information from the general public while 72 agencies reported that they only collect personal information on government employees. 40 agencies have reported that they collect personal information from both the general public and government employees while the remaining 24 agencies did not provide an answer or does not collect personal information at all.

Agencies Reporting Systems Collecting Personal Information only on the General Public	48
Agencies Reporting Systems Collecting Personal Information only on the Government Employees	79
Agencies Reporting Systems Collecting Both	40

Personal Information Collection by Jurisdiction

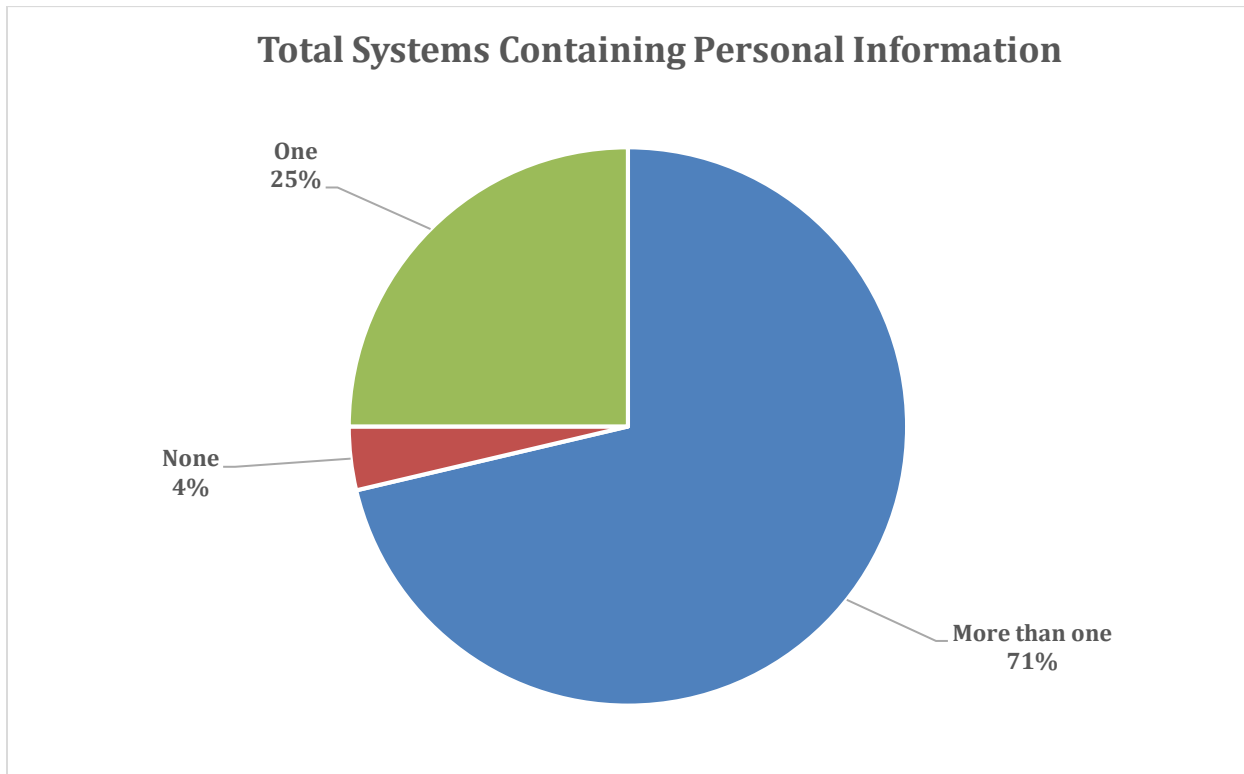


	General Public Only	Government Employees Only	Both
State Agencies	28	43	27
City & County of Honolulu Agencies	8	14	6
County of Hawaii Agencies	10	19	7
County of Kauai Agencies	1	0	0
County of Maui Agencies	1	3	0

State agencies collect the most personal identifiable information (PII) from either the general public (28 agencies) or (43 agencies) government, or both (27 agencies). 7 agencies from the County of Hawaii collect PII from both general public and from government employees while 10 agencies only collect PII from the general public and 19 agencies only collect on government employees. 6 agencies from the City & County of Honolulu reported that they collect PII from both the general public and government employees while 8 agencies only collect PII from the general public while 14 agencies only collect PII from government employees.

Agencies from both the County of Kauai and Maui have reported that they do not have systems containing both types of PII; general public and government employees. Only one agency from both counties only collect from the general public and 3 agencies from the County of Maui only collect PII from government employees.

Systems Containing Personal Information

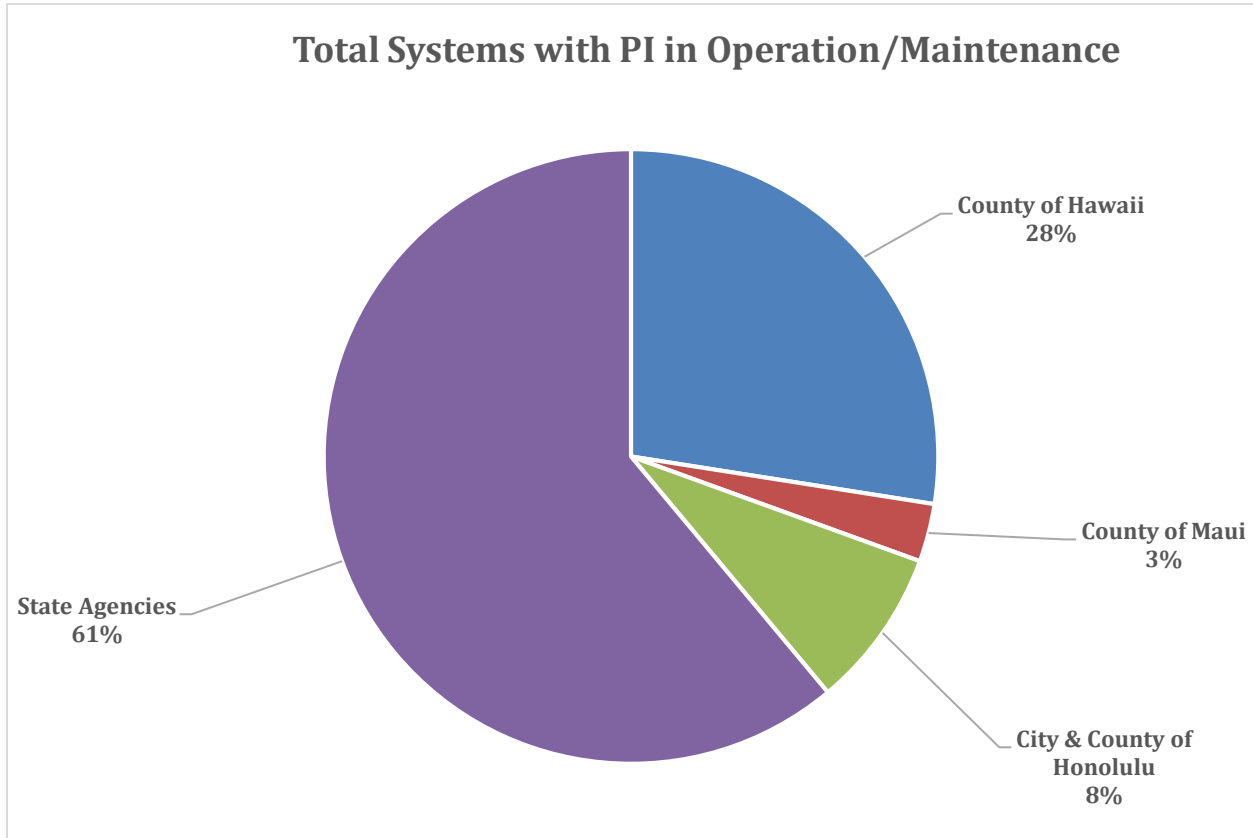


Reference: *Annual Personal Information System Report – Privacy Impact Assessment (PIA) Part II Section A. Question 1.b.*

TOTAL SYSTEMS CONTAINING PERSONAL INFORMATION

	None	One	More than One
State Agencies	3	20	57
City & County of Honolulu Agencies	1	1	10
County of Hawaii Agencies	1	13	26
County of Kauai Agencies	0	0	0
County of Maui Agencies	0	0	4

Systems with Personal Information in Operation / Maintenance

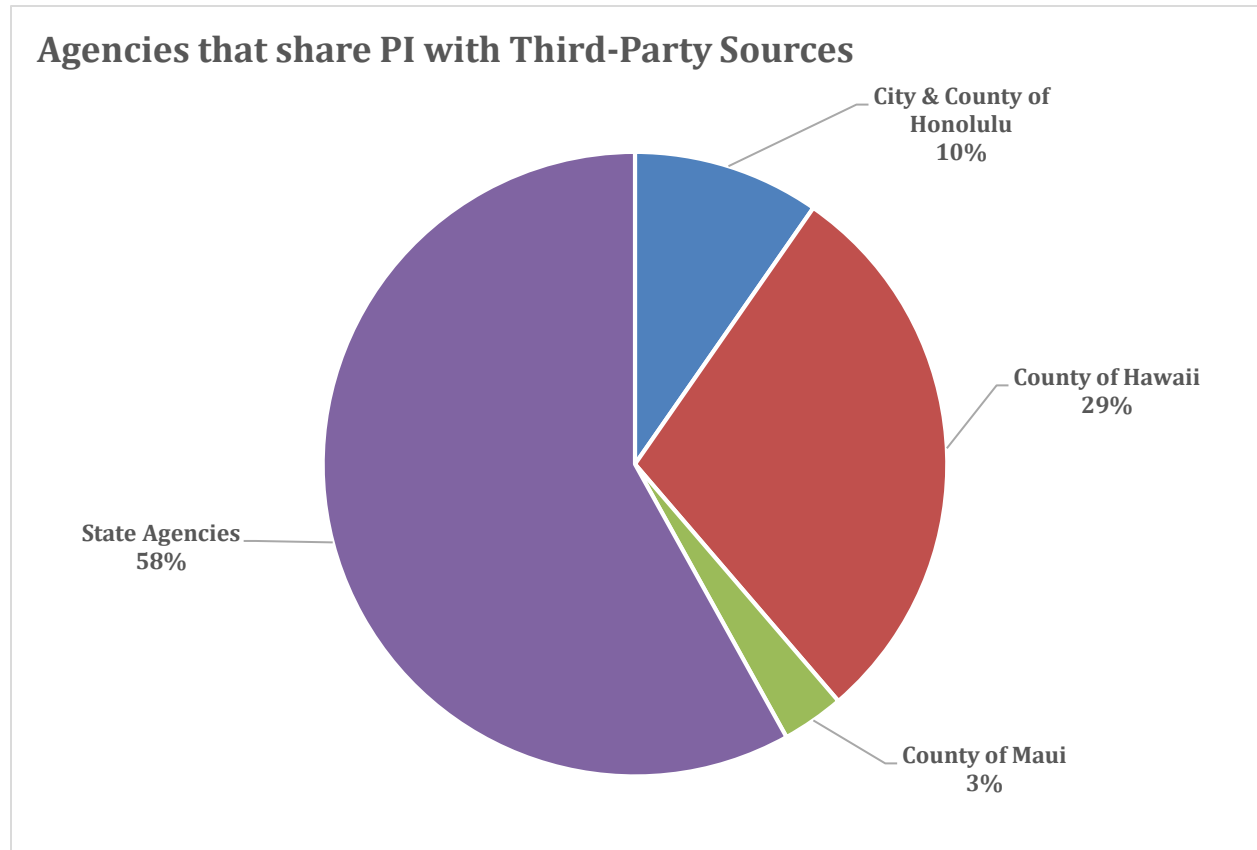


Reference: Annual Personal Information System Report – Privacy Impact Assessment (PIA) Part II Section A. Question 1.c.

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

Agencies that Share Personal Information with Third Party Sources



AGENCIES THAT SHARE PERSONAL INFORMATION WITH THIRD-PARTY SOURCES

State Agencies	18
City & County of Honolulu Agencies	3
County of Hawaii Agencies	9
County of Kauai Agencies	0
County of Maui Agencies	1