



Spencer J. Cox
Governor

EXECUTIVE ORDER
2023-06

Directing the Chief Privacy Officer to Develop a Strategic Privacy Plan

WHEREAS, Utah recognizes the importance of maintaining the privacy and security of the personal information of Utahns;

WHEREAS, state agencies collect, use, maintain, share, and process personal information to fulfill their responsibilities and duties;

WHEREAS, there is a need to handle such personal information with appropriate privacy and security;

WHEREAS, under Utah Code § 67-1-17, the state has a chief privacy officer who is charged with reviewing state agencies' privacy practices and assisting state agencies on privacy matters;

WHEREAS, state agencies would benefit from coordinated efforts at establishing standard privacy practices;

NOW, THEREFORE, I, Spencer J. Cox, governor of the state of Utah, by virtue of the authority vested in me by the Constitution and the laws of the state of Utah, do hereby order the following:

Purpose of Order. The purpose of this order is to direct the chief privacy officer to create a strategic privacy plan that contains recommended baseline privacy practices for state agencies to use to safeguard the privacy of the personal information of Utahns.

Application. This executive order applies to all executive branch state agencies, defined below.

Definitions. As used in this order:

- a) "State Agency" means the same as that term is defined in Utah Code § 67-1-17(d).
- b) "Personal data" and "personal information" means any information relating to an identified or identifiable individual and includes personally-identifying information.

- c) "Privacy practice" means the acquisition, use, storage, or disposal of personal data and includes: 1) a technology use related to personal data; and 2) policies related to the protection, storage, sharing, and retention of personal data.

Strategic Privacy Plan

- 1) The chief privacy officer shall develop a proposed strategic privacy plan, including recommended baseline privacy practices for state agencies.
- 2) The chief privacy officer shall include the following in the strategic privacy plan:
 - a) Recommended baseline privacy practices and policies for state agencies;
 - b) Identification of the core components of an information privacy program;
 - c) Guidance for state agencies to design and implement an information privacy program, including roles and responsibilities, governance structure, and records management requirements;
 - d) Identification of targeted roles for special training in records management and information privacy, and recommendations for the training;
 - e) Identification of best practices regarding privacy and privacy practices;
 - f) In addition to the baseline recommended practices and policies described above, any additional recommended practices or policies for use by state agencies; and
 - g) Resources that the chief privacy officer will make available to assist state agencies.
- 3) The chief privacy officer shall consult with state agencies in developing the proposed strategic privacy plan.
- 4) The chief privacy officer shall deliver the proposed strategic privacy plan to the governor by August 1, 2023.

Responsibilities of State Agencies: State agencies shall, as requested by the chief privacy officer:

- 1) Assist in development of the proposed strategic privacy plan; and
- 2) Provide information regarding current privacy practices and policies.

THIS ORDER is effective immediately and shall remain in effect through Aug. 1, 2023.



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Utah. Done in Salt Lake City, Utah, on this, the 21st day of April, 2023.

Spencer J. Cox
Governor, State of Utah

Deidre M. Henderson
Lieutenant Governor, State of Utah

ATTEST: