

## **Inventory of private or confidential data on individuals maintained by the Campaign Finance and Public Disclosure Board**

As an agency whose primary purpose is to disclose the information it collects, the Campaign Finance and Public Disclosure Board has very little not public data in general. This document describes the limited types of private or confidential data on individuals maintained by the Board. See Minn. Stat. 13.05; Minn. R. 1205.1200.

This document is also part of the Board's procedures for ensuring that not public data is only accessible to individuals whose work assignments reasonably require access. See Minn. Stat. 13.05, subd. 5. The employees referred to in the data inventory include the members of the Board, the Board's senior management team, the Board's responsible authority, the data practices compliance official, and the Board's legal counsel.

Responsible authority:

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Type of record	Description	Data classification	Citation for classification	Employee work access
Investigation information	Information concerning a complaint or investigation other than findings, conclusions, and orders or conciliation agreements	Confidential	10A.022, subd. 5 (a)	Certain employees on an as needed basis as required for the investigation, the collection of penalties imposed due to the investigation, or other specific work assignments.
Investigation information that would unfairly injure the reputation of an innocent individual	Information gathered during an investigation that, if disclosed after the issuance of the findings, conclusions, and order or a conciliation agreement, would unfairly injure the reputation of an innocent individual	Confidential	10A.022, subd. 5 (b)	Certain employees on an as needed basis as required for the investigation, the collection of penalties imposed due to the investigation, or other specific work assignments.
Audit information	Information related to an audit other than information in the final audit report	Confidential	10A.022, subd. 6	Certain employees on an as needed basis as required for the audit, the collection of penalties imposed due to the audit, or other specific work assignments.
Security information	Information which the responsible authority determines that, if disclosed, would be likely to substantially jeopardize the security of information, possessions, individuals or property against theft, tampering, improper use, attempted escape, illegal disclosure, trespass, or physical injury	Private	13.37, subd. 1 (a)	Certain employees on an as needed basis as required for specific work assignments.
Exemption requests	Information that would identify a person asking for an exemption to the contributor disclosure requirements in Chapter 10A	Anonymous	10A.20, subd. 10	Certain employees on an as needed basis as required for the exemption proceeding or other specific work assignments.
Social security numbers	Social security numbers obtained to pursue collection of late fees and civil penalties owed to the Board	Private	13.355	Certain employees on an as needed basis as required for specific work assignments.
Personnel data	Information specified in statute about employees and applicants	Private	13.43	Certain employees on an as needed basis as required for specific work assignments.