



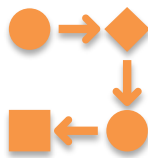
City of Seattle Privacy Program

History

In 2014, in response to public concern about attempts by City departments to acquire and use privacy-impacting technologies, such as waterfront surveillance cameras and drones, the Mayor and City Council directed the Department of Information Technology (now Seattle Information Technology) to develop policies and procedures regarding the privacy concerns associated with technology and to build public trust about City data collection and use.

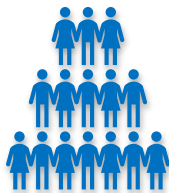
Privacy Program

The Privacy Program is designed to provide the structure and guidance required for City departments to incorporate the appropriate privacy practices into daily operations and to build public trust and confidence in how we collect and manage the public's personal information.



Privacy Reviews

- Completion of over 2000 privacy reviews and consultations for technology acquisitions and projects (including over 20 in-depth Privacy Impact Assessments for high-risk projects)
- Automated and streamlined online privacy review process



Privacy Champions

- Network of over 40 individuals across the City to help incorporate privacy objectives into departmental processes
- Coordinated training and certification through the International Association of Privacy Professionals (IAPP)



City Resources

- Annual City-wide Privacy and Security Online Training for City employees.
- Annual Data Privacy Day
- Citywide Online Toolkit for privacy information (Privacy Playbooks, Standards, etc.)



Surveillance Ordinance

- Identified 26 surveillance technologies in use and created Master List
- Completed Surveillance Impact Reports for 13 technologies from SFD, SPD, SDOT, and SCL
- Quarterly Reports on all Technology Acquisitions across the City



City of Seattle Privacy Principles

We work to find a fair balance between gathering information to provide needed services and protecting the public's privacy.

We value your privacy...

Keeping your personal information private is very important. We consider potential risks to your privacy and the public's well-being before collecting, using and disclosing your personal information.

We collect and keep only what we need...

We only collect information that we need to deliver City services and keep it as long as we are legally required and to deliver those services. Whenever possible, we tell you when we are collecting this information.

How we use your information...

When possible, we make available information about the ways we use your personal information at the time we collect it. We commit to giving you a choice whenever possible about how we use your information.

We are accountable...

We are responsible for managing your personal information in a manner that is consistent with our commitments and as required by law. We protect your personal information by restricting unauthorized access and by securing our computing resources from threats.

How we share your information...

We follow federal and state laws about information disclosure whenever we work with outside governmental agencies and in answering Public Disclosure Requests (PDRs). Business partners and contracted vendors who receive or collect personal information from us or for us to deliver City services must agree to our privacy requirements.

Accuracy is important...

We work to maintain and use accurate personal information for City business. When practical, we will work to correct inaccurate personal information. We also direct our partners and contracted vendors to follow the same guidelines.