

BY HIS EXCELLENCY

DANNEL P. MALLOY

2014 FEB 20 A 10: 27

GOVERNOR

EXECUTIVE ORDER NO. 39

WHEREAS, timely and consistent publication of public information and data is an essential component of an open and effective government;

WHEREAS, the State of Connecticut possesses vast amounts of information relating to health, business, public safety, labor and more;

WHEREAS, new information technology has changed the way people search for information, and such technology can aggregate larger quantities of data than ever before;

WHEREAS, making even more data available to the public will allow developers to create helpful applications, researchers to make use of data that was previously difficult to obtain, and facilitate information sharing between state agencies;

WHEREAS, creating a state open data portal further Connecticut's commitment to transparency, efficiency, social progress, and economic expansion;

NOW, THEREFORE, I, Dannel P. Malloy, Governor of the State of Connecticut, by virtue of the authority vested in me, do hereby **ORDER** and **DIRECT**:

1. **Definitions**

- a. "Agency" means any executive branch agency led by a department head appointed by and serving at the pleasure of the Governor;
- b. "Chief Data Officer" means the state Chief Data Officer as further specified in this order, who shall be within the Office of Policy & Management;
- c. "Connecticut Open Data Portal" means the internet site established and maintained by or on behalf of the State of Connecticut, located at data.ct.gov or its successor website;
- d. "Data" means final versions of statistical or factual information that:
 1. is reflected in a list, table, graph, chart, or other non-narrative form, that can be digitally transmitted or processed;
 2. is regularly created and maintained by or on behalf of a state agency; and
 3. Records a measurement, transaction, or determination related to the mission of the agency or is provided to the agency by third parties pursuant to the law.
- e. "Data set" means a named collection of related records on a storage device, with the collection containing data organized or formatted in a specific or prescribed way, often in tabular form, and accessed by a specific method that is based on the data set organization;
- f. "Publishable data" means data that is collected by a state agency where the agency is permitted to make the data available to the public, consistent with any and all applicable laws, rules, regulations, ordinances, resolutions, policies or other restrictions, requirements or rights associated with the state data, including but not limited to contractual or other legal orders, restrictions or requirements;
- g. "Protected data" means data the public disclosure of which would violate federal or state statute or regulation, endanger the public health, safety or welfare, hinder the operation of

government, including criminal and civil investigations, or impose an undue financial, operational or administrative burden on the state agency.

2. **Connecticut Open Data Portal**

- a. There shall be established a Connecticut Open Data Portal located at data.ct.gov, which shall be managed by the Office of Policy & Management with the assistance of the Department of Administrative Service, Bureau of Enterprise Systems and Technology ("DAS/BEST").
- b. The Connecticut Open Data Portal shall be managed by the Chief Data Officer ("CDO") who shall be a classified manager employed by the Office of Policy & Management and designated by the Governor. The CDO shall coordinate implementation, compliance and expansion of the Connecticut's Open Data Portal, assist state agencies in providing data sets to the portal, and coordinate initiatives to improve the data provided, including encouraging participation by other state entities and non-governmental organizations

3. **Data set availability**

- a. The Connecticut Open Data Portal shall be open to the public at data.ct.gov and shall be expanded in accordance with schedule outlined in this order.
- b. Within 30 days of the date of this order, each state agency covered by this order shall identify an Agency Data Officer ("ADO"), who shall be responsible for fulfilling the agency's responsibilities under this order. The ADO shall be a management level employee, knowledgeable about the overall business practices of the agency and the data it collects. The name of the person designated ADO from each agency shall be forwarded to the CDO.
- c. Within 90 days of the date of this order, each ADO shall propose to the CDO an initial list of data sets from his or her agency to be made available on the Connecticut Open Data Portal. The data sets included on this initial list shall be identified based on the following principles:
 - i. The data is reliable and accurate;
 - ii. The data is currently available within the agency and in a form that can easily be transmitted to the portal;
 - iii. The data is frequently the subject of a request for public records under the FOIA;
 - iv. The data does not contain personally identifiable information, protected health information, or other information protected from disclosure under state or federal law, unless such protected information can be easily removed from the data set;
 - v. The ADO finds that the disclosure of the data will improve agency accountability and efficiency, enhance public knowledge of the agency's operations, or create economic innovation and opportunity.
- d. Following the submission of the initial data sets by each ADO, the CDO shall work with each agency to ensure that the identified data is transmitted to the portal. Thereafter, the ADO shall report to the CDO as required by the CDO on the agency's progress in identifying additional data sets.
- e. Prior to publishing any data on the portal, each ADO shall undertake a review of each dataset to ensure that it does not contain protected data.

4. **Participation by Other State Entities**

- a. Other executive branch entities not covered by this order, the legislative and judicial branches of state government, municipalities, and non-governmental organizations are encouraged to identify data in their possession that is appropriate for inclusion on the

Connecticut Open Data Portal. The CDO shall work with such entities to facilitate the inclusion of their data on the portal.

5. **Advisory Panel**

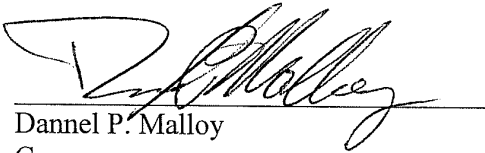
There shall be an Open Data Advisory Panel to provide advice to the CDO on the performance of his duties as specified in this order. The panel shall be appointed by the Governor. All members of the panel shall serve coterminously with and at the pleasure of the Governor and shall not be compensated for their service. All meetings of the panel shall be open to the public and shall otherwise comply with all laws applicable to public agencies, including but not limited to, the Connecticut Freedom of Information Act.

6. **Enforcement standards and compliance**

- a. The Chief Data Officer shall have the authority to promulgate reasonable rules to implement the requirements of this Order. Such rules shall include the publication of an Open Data Policy that shall be made available to the agencies covered by this order and to others via the portal.

This Executive Order shall take effect immediately.

Dated at Hartford, Connecticut, this 20th day of **February** 2014.



Dannel P. Malloy

Governor

By His Excellency's Order



Denise Merrill

Secretary of the State

