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Testimony of Lieutenant Michael P. Johnston  
Maine State Police  
Department of Public Safety

**In Support of (LD 12)**

An Act to Require Annual Information Reporting by the Maine Information and Analysis  
Center

Sponsored by Senator Deschambault  
Criminal Justice and Public Safety Committee

Senator Deschambault, Representative Warren and other distinguished members of the joint standing committee on Criminal Justice and Public Safety. My name is Lieutenant Michael Johnston and I am here to represent the Maine State Police and the Maine Department of Public Safety to testify in support of LD 12, "An Act to Require Annual Reporting by the Maine Information and Analysis Center".

Fusion Centers are authorized by federal law and each state has at least one Fusion Center operating within their jurisdiction, although some states, like Massachusetts, have more than one. In Maine our Fusion Center is known as the Maine Information and Analysis Center (MIAC) and was first established by Executive Order in 2006. Fusion Centers serve as focal points within the state and local environment for the receipt, analysis, gathering, and sharing of threat-related information between the federal government and state, local, tribal, territorial and private sector partners. The concept of information sharing is not new in law enforcement and public safety; it builds upon the information-led policing concept that has been applied with great success for some time by law enforcement agencies across the country. This information sharing process is crucial to ensuring that those charged with protecting our communities are better informed, and our people and institutions will be better protected.

All the critical work done in the MIAC occurs under a framework consisting of multiple layers of oversight, review and regulation to make sure that while protecting Maine people and the institutions in our communities we are at the same time observing their privacy, civil rights and civil liberties. Chief among these protections is the

important work done by our MIAC Advisory Board in conjunction with annual privacy, civil rights and civil liberties audits of MIAC's activities, policies and procedures.

We are fully aware that in the last year the Maine Information and Analysis Center has come under some scrutiny, because of the perceived secrecy surrounding its operations. For this reason, we are proposing a statute that would require us to provide an annual written report to the joint standing committee having jurisdiction over criminal justice and public safety matters regarding the performance of the center. In addition to other efforts and processes that are already in place we feel this requirement would help demystify the important work being done by the MIAC and lead to a greater level of understanding of its critical role in ensuring the public safety and security of our State. Much of this important work is already taking place. I have included as an attachment to this testimony documents detailing the work of the board and our privacy audits. I would ask that the committee take a careful look at these.

A very similar legislative proposal was raised by Representative Warren in the 2<sup>nd</sup> session of the 129<sup>th</sup> Legislature with LD 2037. We felt this proposal was a good idea then and remains a good idea now.

The Maine State Police is committed to continued, engagement, outreach and discussion on this very important issue. On behalf of the State Police and the Department of Public Safety we appreciate your careful consideration of these issues. Thank you for your time and I would be happy to answer any questions you might have.

Respectfully,  
*Lt. Michael P. Johnston*  
Lt. Michael Johnston

# Tips, Leads, and Suspicious Incident Workflow



Government Agencies  
Police  
Federal Law Enforcement  
Citizens  
Private Sector

## Tips and Leads Data To MIAC

Analyst Reviews Information

Query Databases

Query Other Departments

Analyze and Interpret Possible Conclusions

Further Investigation by Requester/Receiver Leads to:

No Action Taken  
Information Retained

Open Case

Disseminate as Appropriate

Analyst ensures information is in accordance with MIAC privacy policy

## Refining Process

Tips and leads come into MIAC from many sources. e.g email, phone, online tip, open source.

Tips and leads data is refined using internal and external sources. Analysis is performed at every level

Tips and leads data is available for review and feedback given

Tips and leads data is reviewed, categorized, and disseminated appropriately

Relevant information is shared with fusion centers and ISE

Fusion Centers  
Information Sharing Environment (ISE)



## MAINE STATE POLICE GENERAL ORDER

**E-142**

**SUBJECT:** MAINE STATE POLICE, MAINE INFORMATION & ANALYSIS CENTER

**EFFECTIVE DATE:** 02.26.2021

**EXPIRATION DATE:** 02.26.2028

**RECENT HISTORY:** AMENDED (02.26.2021); NEW (02.03.2021)

**DISTRIBUTION CODE:** 2 (MAY BE PUBLICLY DISCLOSED)

**APPLICABILITY CODE:** C, S, Z

**SIGNATURE OF COLONEL:**

### **I. PURPOSE**

1. The purpose of this General Order is to establish the policy generally governing the Maine Information & Analysis Center.

### **II. POLICY**

1. The policy of the Maine State Police is to administer the Maine Information & Analysis Center ("MIAC"), the fusion center of the State of Maine.

### **III. DEFINITIONS**

1. For the purposes of this General Order, the terms included in this section are defined as follows, unless otherwise indicated in the order.

- A. Colonel. “Colonel” means the Chief of the Maine State Police, or her or his designee.
- B. Fusion center. “Fusion center” means a state-owned and operated center that serves as a focal point in states and major urban areas for the receipt, analysis, gathering, and sharing of threat-related information between State, Local, Tribal and Territorial (SLTT), federal, and private sector partners. *See* <https://www.dhs.gov/fusion-centers>.
- C. Investigation. “Investigation” means an inquiry by which a sworn law enforcement as defined by 17-A MRS §2(17) gathers and assesses facts as a direct result of a complaint that has been made by one or more individuals, and civil or criminal charges could result directly from that officer’s inquiry. “Investigation” does not include crime analysis or intelligence analysis, which includes the collection, analysis, and/or evaluation of information from a variety of sources in order to develop and disseminate actionable intelligence in support of law enforcement activities.

#### **IV. PROCEDURE**

##### **1. PURPOSE**

- A. The purpose of the MIAC is – for criminal justice, national security, and public safety purposes only – to seek, acquire, and receive information, analyze such information, and, when lawful and appropriate, retain and disseminate such information to individuals and agencies permitted access to the information.
- B. The primary responsibilities of the MIAC include conducting complex and technical research and analysis in connection with criminal, anti-terrorism, and homeland security investigations; writing reports and presenting oral briefings; and developing analytical products.

##### **2. GUIDING PRINCIPLES**

- A. In carrying out its work, the MIAC shall act in accordance with:
  - 1. Maine Gubernatorial Executive Order 24 FY 06/07, “An Order Establishing the Maine Intelligence Analysis Center”;
  - 2. The MIAC Civil Liberties/Civil Rights/Privacy Policy (MIAC CL/CR/P Policy);
  - 3. Applicable laws, regulations, and policies, including, but not limited to, 16 M.R.S. c. 9, 28 C.F.R. Pt. 23, and applicable State of Maine, Department of Public Safety, and Maine State Police General Orders and policies; and
  - 4. Applicable Department of Homeland Security grant requirements.

- B. The MIAC at times may seek guidance on civil liberties-/civil rights-/privacy-related issues and questions from the MIAC Advisory Board, which is formed in accordance with the MIAC Advisory Board Bylaws.
- C. The MIAC and personnel thereof shall **not**:
  - 1. Conduct investigations on behalf of the MIAC absent the prior authorization of the MIAC Director to do so;
  - 2. Execute or conduct searches that require Court-approved search warrants or other judicial processes such as a grand jury subpoena absent the prior authorization of the MIAC Director to do so.
- D. When required or requested to do so, the MIAC shall:
  - 1. Provide case support and research for crimes of a complex or multi-jurisdictional nature;
  - 2. Assist with ongoing incidents, such as incidents involving hostages and/or barricaded subjects and incidents involving missing persons;
  - 3. Disseminate situational awareness and crime bulletins;
  - 4. Assist in planning the execution of search warrants per Maine State Police General Order E-119; and
  - 5. Provide criminal justice agencies with types of support consistent with the types of support listed above.
- E. Each partner agency that provides personnel to work in the MIAC shall execute a Memorandum of Understanding with the MIAC that sets forth the parameters of such work and the responsibilities of the respective Parties to the MOU.

### 3. MIAC COMMAND STRUCTURE

#### A. MIAC Director

- 1. The MIAC is under the command of a Maine State Police Lieutenant appointed by the Colonel, except when the Director is unavailable, in which case the MIAC shall be under the command of the Director's designee, or, if the Director is unable to designate someone, then the MIAC shall be under the command of the designee of the Colonel.
- 2. The MIAC Director shall have primary responsibility for the operation of the MIAC.
- 3. The MIAC Director is responsible for –
  - a. All MIAC information technology system (“MIAC ITS”) operations;
  - b. Coordinating and managing MIAC personnel;

- c. Acquiring, retaining, evaluating, assessing the quality of, analyzing, destroying, sharing, and disclosing information maintained by the MIAC;
    - d. Enforcing the provisions of the MIAC Privacy Policy; and
    - e. Community outreach.
  - B. In accordance with and as described in the MIAC CL/CR/P Policy, there also shall be a MIAC Privacy Officer, a MIAC Compliance Officer; and a MIAC Security Officer.
  - C. In accordance with and as described in the MIAC CL/CR/P Policy, there also shall be a MIAC Advisory Board.
- 4. MIAC PERSONNEL
  - A. MIAC personnel shall include –
    - 1. Sworn and civilian employees of the Maine State Police assigned to work with or at the MIAC;
    - 2. Employees of Federal, State, County, and Municipal partner agencies who have been assigned by those agencies to work with or at the MIAC;
    - 3. Contractors.
- 5. SUBMISSION OF INFORMATION BY SWORN MAINE STATE POLICE PERSONNEL TO THE MIAC
  - A. Whenever practicable, sworn Maine State Police personnel shall report information to the MIAC reasonably indicative of the following:
    - 1. Preoperational planning of terrorism or significant criminal activity;
    - 2. Criminal incidents involving violence;
    - 3. Homicides and suspicious deaths;
    - 4. Bomb threats;
    - 5. Suspicious powder incidents;
    - 6. Explosive incidents involving a device or suspected package;
    - 7. Encounters with suspected Sovereign Citizens;
    - 8. Encounters with suspected members of Street Gangs;
    - 9. Encounters with violent offenders that pose a risk to officer safety.

**NOTICE**

**THIS GENERAL ORDER IS FOR USE OF THE MAINE STATE POLICE AND NOT FOR ANY OTHER AGENCY. THE GENERAL ORDER IS NOT INTENDED**

**TO BE RELIED UPON BY ANY OTHER INDIVIDUAL OR PRIVATE OR PUBLIC AGENCY. THE GENERAL ORDER EXPRESSLY DOES NOT CREATE, AND IS NOT INTENDED TO CREATE, A HIGHER LEGAL STANDARD OF SAFETY OR CARE IN AN EVIDENTIARY SENSE WITH RESPECT TO THIRD-PARTY CLAIMS. VIOLATIONS OF THIS ORDER ONLY MAY FORM THE BASIS FOR ADMINISTRATIVE SANCTIONS BY THE MAINE STATE POLICE.**





**STATE OF MAINE  
DEPARTMENT OF PUBLIC SAFETY  
MAINE STATE POLICE**

**Maine Information & Analysis Center  
Advisory Board Bylaws**

**1. Background; bylaws established.** The Maine Information & Analysis Center (“MIAC”) Advisory Board (“Board”) was created in 2006 through Maine Gubernatorial Executive Order 24 FY 06/07 (08 December 2006)(“MIAC Executive Order”). The purpose of the MIAC Advisory Board is described in that Executive Order, as well as in the MIAC Privacy Policy, as revised and effective 20 March 2019. These bylaws are established to ensure effective performance of the Board.

**2. Duties.** The duties of the Board are:

- A. To review policies and procedures of the MIAC so as to provide suggestions on how the MIAC’s operations might be improved;
- B. To advise the Maine State Police and Maine Emergency Management Agency (“MEMA”) in order to adequately protect the civil liberties of the citizens of Maine;
- C. To be informed of the results of audits and reviews of MIAC operations;
- D. To be informed of any allegations concerning violations of the MIAC Privacy Policy; and
- E. To make recommendations concerning any revisions that perhaps ought to be made to the MIAC Privacy Policy based on the Board’s knowledge and understanding of information management “best practices” such as, for example, the Fair Information Practice Principles (“FIPPs”).

**3. Members.** The Board shall consist of eight (8) members. Members shall include:

- A. The Director of the MEMA, or designee, who is an *ex officio* member of the Board;
- B. The Colonel of the Maine State Police, or designee, who is an *ex officio* member of the Board;
- C. A representative of law enforcement selected by the Colonel, or designee, after consultation with the Director of the MEMA;

- D. A member of the public or of an organization who has training or education in privacy law and/or privacy public policy matters, who is selected by the Colonel, or designee, after consultation with the Director of the MEMA;
- E. A member of the public who does not have experience or a background in law enforcement, who is selected by the Colonel, or designee, after consultation with the Director of the MEMA;
- F. A County Emergency Management Agency representative selected by the Colonel, or designee, after consultation with the Director of the MEMA;
- G. A representative from one of Maine's infrastructure sectors selected by the Colonel, or designee, after consultation with the Director of the MEMA; and
- H. The MIAC Director, or designee, who is an *ex officio* member of the Board.

In addition, the following individuals shall be invited to be members of the Board:

- The Attorney General of the State of Maine, or designee;
- The Homeland Security Advisor;
- A representative of the United States Federal Bureau of Investigation or of the United States Attorney's Office of the District of Maine.

The MIAC Privacy Officer also will attend Board meetings.

**4. Terms.** Except with regard to those members of the Board who are *ex officio* members, the terms of the members of the Board are three (3) years.

**5. Meetings; chair.** The Board shall meet at least once a year to conduct its business and to elect a chair. Additional meetings must be held as necessary to conduct the business of the Board. The Board shall be convened at the call of the MIAC Director or upon the request of a majority of the Board members.

**6. Effective date.** These bylaws are effective on 31 October 2019.

■ Updated 2019-09-25



## **MAINE STATE POLICE MAINE INFORMATION & ANALYSIS CENTER**

### **MIAC Privacy/Civil Liberties/Civil Rights (P/CL/CR) Audit Policy**

The purpose of this policy is to establish the process the MIAC will follow when conducting privacy/civil liberties/civil rights (P/CL/CR) audits, which are intended to help to continually improve the Center's compliance with the MIAC P/CL/CR Policy.

The following process shall be followed when MIAC P/CL/CR audits are conducted:

1. The MIAC Director, the MIAC Compliance Officer, the MIAC P/CL/CR Officer, the Public Member of the MIAC Advisory Board, and a Member of the Board selected by the Board's Chair (the "Audit Team") shall conduct the P/CL/CR audit. If the Public Member of the Board cannot participate in an audit, then the Chair shall select another Member of the Board to participate.
2. The MIAC Director shall determine the timeframe for which the P/CL/CR audit will account.
3. To avoid any actual or perceived selection bias during the audit process, MIAC will pick activity entries at random using the "Research Randomizer" website ([www.randomizer.org](http://www.randomizer.org)). A random sample of ten (10) MIAC Activity Report entries ("AR entries") for the timeframe specified shall be audited, as well shall be all entries made by the MIAC into the Federal eGuardian system during the timeframe. In addition, both of the Board Members participating in the P/CL/CR audit each shall select ten (10) AR entries to be audited from the range of AR entry report

Amended 12/12/2020

Lt. Johnston and Chris Parr

numbers that are used to generate the random sample. If any AR entry resulting from the random selection process is an administrative entry (such as a “watch desk duty” entry), that entry shall be discarded and a new one shall be randomly selected.

4. The AR entries to be audited – including the ten selected (twenty (20) total) by the respective Board Members – shall be disseminated to the Audit Team no later than fourteen (14) calendar days prior to the date of the P/CL/CR audit.
5. The MIAC Compliance Officer shall prepare a summary of each AR entry that will be reviewed during the P/CL/CR audit. The summaries may be prepared before, during, and/or following the audit. The summaries of the respective AR entries that are prepared by the MIAC Compliance Officer shall be forwarded to the MIAC P/CL/CR Officer for later inclusion in the MIAC evaluation forms described in section 6. The content summary should be de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC’s activities.
6. A MIAC-designed evaluation form based on the Department of Homeland Security P/CR/CL Audit Guidance for the State, Local, Tribal, and Territorial Intelligence Component product, shall be used to audit each MIAC Activity Report entry, including all attachments to each entry.
7. The Audit Team shall meet on the date of the P/CL/CR audit to conduct the audit, either in person or virtually.
8. During the audit process, members of the audit team are encouraged to engage in constructive discussions regarding MIAC’s activities with respect to privacy, civil rights and civil liberties. Members of the audit team are also encouraged and expected to identify any activities, operations or practices which arise during the audit that should be brought forward to the MIAC Advisory Board for additional discussion and consideration.

9. Once the Audit Team has completed the P/CL/CR audit, the evaluation forms shall be finalized by the MIAC P/CL/CR Officer. The P/CL/CR Officer shall include in the appropriate AR entry evaluations forms the AR report entry summaries prepared by the MIAC Compliance Officer.
10. The MIAC P/CL/CR Officer shall prepare a report of the Audit Team's key findings. In addition, each of the Board Members participating in the P/CL/CR audit shall prepare a brief evaluation of the P/CL/CR audit and the P/CL/CR audit's findings to independently append to the audit report.
11. Once the P/CL/CR audit report is finalized and the evaluations of the two Board Members have been appended to the report, the report is complete.
12. The P/CL/CR audit report then shall be presented to the full Advisory Board at its next-scheduled meeting.



**MAINE STATE POLICE  
MAINE INFORMATION & ANALYSIS CENTER  
PRIVACY POLICY**

**(EFFECTIVE DATE: 03.20.2019)**

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## **Part I. Mission Statement & Guiding Principles of the Maine Information and Analysis Center**

### *Mission Statement*

- A. The mission of the Maine Information and Analysis Center (“MIAC”) is – for criminal justice, national security, and public safety purposes only – to seek, acquire, and receive information, analyze such information, and, when lawful and appropriate, retain and disseminate such information to individuals and agencies permitted access to the information.

### *Guiding Principles*

- B. In carrying out its work, the MIAC shall:
1. Protect privacy, civil rights, civil liberties, and other protected interests of all individuals;
  2. Minimize the threat and risk of injury to specific individuals and groups;
  3. Minimize the threat and risk of damage to real and personal property;
  4. Protect the integrity of the criminal investigatory, criminal intelligence, and justice system processes and information;
  5. Minimize the threat and risk of physical and financial injury to law enforcement and others responsible for public protection, safety, and health;
  6. Increase public safety and improve national security; and
  7. Comply with laws protecting privacy, civil rights, and civil liberties<sup>1</sup>.

## **Part II. Governance of the MIAC**

### *MIAC Director*

- A. The Lieutenant attached to the MIAC is the MIAC Director.

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<sup>1</sup> The Constitutions of the United States of America and of the State of Maine guarantee, among other rights, Freedom of Speech, Freedom of the Press, and Freedom of Peaceable Assembly. Therefore, law enforcement responses to incidents involving the exercise of such rights must focus on whether criminal activity and/or suspicious activity has occurred or is occurring at such incidents. Determinations of whether any such activity has occurred or is occurring must be based on specific, articulable facts relating to criminal activity. As warranted by the circumstances, MIAC may provide support to law enforcement agencies engaged in normal criminal investigations and may work with other agencies in discharge of law enforcement’s public safety mission, including MIAC’s role with assisting in or responding to information- and intelligence-related inquiries that officers may have in response to a First Amendment-protected event or activity.



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- B. The MIAC Director shall have primary responsibility for the operation of the MIAC.
  - C. The MIAC Director is responsible for –
    - 1. All MIAC information technology system (“MIAC ITS”) operations;
    - 2. Coordinating and managing MIAC personnel;
    - 3. Acquiring, retaining, evaluating, assessing the quality of, analyzing, destroying, sharing, and disclosing information maintained by the MIAC;
    - 4. Enforcing the provisions of this policy;
    - 5. Community outreach.
  - D. The MIAC Director may be contacted at the following email address: [intel.msp@maine.gov](mailto:intel.msp@maine.gov), attention “MIAC Director.”

*MIAC Privacy Officer*

- E. The Maine State Police Staff Attorney is the MIAC Privacy Officer.
- F. The MIAC Privacy Officer shall be trained as described in Part XI of this policy.
- G. The MIAC Privacy Officer is to be responsible for –
  - 1. Assisting with implementing the requirements of this policy;
  - 2. Ensuring that privacy, civil rights, and civil liberties are protected as provided in this policy and by the center’s information acquisition, retention, and dissemination processes;
  - 3. Receiving reports regarding alleged errors and violations of the provisions of this policy;
  - 4. Receiving and responding to inquiries about privacy, civil rights, and civil liberties protections of the information systems maintained or accessed by the center;
  - 5. Reviewing and recommending updates to this policy every calendar year in response to changes in law and implementation experience, including the results of audits and inspections;
  - 6. Receiving and processing complaints about privacy, civil rights, and civil liberties protections in accordance with this policy, and at the direction of the MIAC Director;
  - 7. Consulting with and assisting the MIAC Compliance Officer in conducting audits of the center every calendar year;
  - 8. Ensuring that enforcement procedures and sanctions outlined in this policy are adequate and enforced.
- H. The MIAC Privacy Officer may be contacted at the following email address: [intel.msp@maine.gov](mailto:intel.msp@maine.gov), attention “MIAC Privacy Officer.”

*MIAC Compliance Officer*

- I. The Sergeant attached to the MIAC is the MIAC Compliance Officer.
- J. The MIAC Compliance Officer is responsible for –

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1. Conducting required audits of the center in consultation with the MIAC Privacy Officer every calendar year;
  2. Ensuring, in consultation with the MIAC Privacy Officer, that privacy protections are implemented through efforts such as training, business process changes, and system designs that incorporate privacy enhancing technologies;
  3. Investigating suspected or known misuse of information or intelligence in the custody of the MIAC;
  4. Investigating suspected or known violations of the provisions of this policy.

K. The MIAC Compliance Officer may be contacted at the following email address: [intel.msp@maine.gov](mailto:intel.msp@maine.gov), attention “MIAC Compliance Officer.”

*MIAC Security Officer*

L. The Sergeant attached to the MIAC is the MIAC Security Officer.

M. The MIAC Security Officer is responsible for –

1. Maintaining a record of all privacy, civil rights, and civil liberties training received by any personnel subject to this policy, as described in Parts XI;
2. Collecting and maintaining the written acknowledgements that MIAC personnel are required to complete pursuant to this policy in order to be authorized to use any MIAC ITS;
3. Determining whether data/information breaches and security breaches have occurred when he or she becomes aware that any such breach might have occurred. If any such breach is determined to have occurred, the Security Officer shall determine whether notifications must be made to affected individuals and, if such notifications are needed, the MIAC Security Officer shall provide, or cause to have provided, those notifications;
4. Maintaining a record of all audits conducted pursuant to this policy after being provided with such records by the MIAC Compliance Officer.

N. The MIAC Security Officer may be contacted at the following email address: [intel.msp@maine.gov](mailto:intel.msp@maine.gov), attention “MIAC Security Officer.”

*MIAC Advisory Board*

O. To ensure that the individual privacy, civil rights, and civil liberties of all individuals remain protected, the administration of the MIAC shall be advised by a MIAC Advisory Board, which shall be responsible for reviewing new and revised written P/CRCL policies of the MIAC.

1. The MIAC Director shall convene the board at least once every twelve (12) months.

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### **Part III. Policy Applicability**

- A. This policy applies to all authorized MIAC personnel, participating agency personnel, information-technology services support personnel, and contractors. This policy applies to information in the custody and control of the MIAC that the center acquires, collects, maintains, stores, accesses, discloses, or disseminates to center personnel, governmental agencies (including Information Sharing Environment (“ISE”) participating centers and agencies), and participating justice and public safety agencies, as well as to private contractors, private entities, and the general public.
- B. MIAC personnel and participating agency personnel, as well as information-technology services support personnel, and contractors that have direct access to the MIAC facility or any MIAC ITS shall protect individuals’ rights as guaranteed by the United States of America and Maine Constitutions and other applicable laws protecting privacy, civil rights, and civil liberties.<sup>2</sup>
- C. MIAC has adopted internal operating policies that are in compliance with the laws listed in Footnote 2.
- D. The MIAC shall provide access to an electronic copy of this policy to MIAC personnel and participating agency personnel, as well as to information-technology services support personnel and contractors that have direct access to MIAC information or any MIAC ITS. MIAC shall require both a written acknowledgement of receipt of this policy and a written agreement to comply with the provisions contained in this policy. Prior to being able to access to systems, MIAC personnel and participating agency personnel, as well as information-technology services support personnel and contractors that have direct access to MIAC information or any MIAC ITS shall provide such documentation to the MIAC Security Officer.
  - a. Users are subject to the terms of use stated on the MIAC Law Enforcement Secure Portal.
- E. This policy shall be accessible worldwide via the Internet.

### **Part IV. Terms and Definitions**

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<sup>2</sup> Statutory civil rights protections established pursuant to the U.S. Constitution may, in addition, directly govern State action. These include, but are not limited to, the Civil Rights Act of 1964, as amended; the Rehabilitation Act of 1973; the Equal Educational Opportunities Act of 1974; the Americans with Disabilities Act; the Fair Housing Act; the Voting Rights Act of 1965; and the Civil Rights of Institutionalized Persons Act. The U.S. Constitution, Federal laws, Executive Orders, regulations, and policies, including, but not limited to, 28 CFR Part 23 and the Health Insurance Portability and Accountability Act (HIPAA), may potentially affect the sharing of information, including sharing terrorism-related information in the information sharing environment. In addition to the Maine Constitution, MIAC personnel shall also adhere to the Maine Criminal History Record Information Act (16 M.R.S. c. 7), the Maine Intelligence and Investigative Record Information Act (16 M.R.S. c.9), and Maine law regarding the interception of wire and oral communications (*see* 15 M.R.S. c. 102). *See* Appendix A for the laws, regulations, and guidance relevant to seeking, retaining, and disseminating justice information.

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For examples of primary terms and definitions used in this policy, refer to Appendix B, Terms and Definitions.

## **Part V. Information Management & Security**

- A. In administering any MIAC ITS, the MIAC shall only seek, acquire, retain, or share information that:
1. Is based on a criminal predicate or possible threat to public safety; or
  2. Is based on reasonable suspicion that an identifiable individual or organization has committed a criminal offense or is involved in or planning criminal conduct or activity that presents a threat to any individual, the community, or any nation, and the information is relevant to the criminal conduct or activity; or
  3. Is relevant to the investigation and prosecution of suspected criminal incidents; the resulting justice system response; the enforcement of sanctions, orders, or sentences; or the prevention of crime; or
  4. Is useful in a crime analysis or in the administration of criminal justice and public safety; and
  5. The source of the information is reliable and verifiable, or limitations on the quality of the information are identified; and
  6. The information was collected in a fair and lawful manner.
- B. The MIAC may retain information that is based on a level of suspicion that is less than “reasonable suspicion,” such as tips and leads or SAR information, subject to applicable provisions in this policy.
- C. The MIAC shall not intentionally seek, acquire, retain, or share information about individuals or organizations solely on the basis of their religious, political, or social views or activities; their participation in a particular non-criminal organization or event; or their races, ethnicities, citizenship, places of origin, ages, disabilities, genders, or sexual orientations.
1. When participating on a federal law enforcement task force or when documenting a Suspicious Activity Report (“SAR”) or an Information Sharing Environment–SAR (“ISE-SAR”) in the NSI, race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity shall not be considered as factors creating suspicion; however, those attributes may be documented in specific suspect descriptions for identification purposes.
- D. The MIAC shall ensure that the source of all information acquired and retained by the center in accordance with this policy is appropriately documented.

*Labeling/Description of Information*

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- E. When analyzing information received through or entered into a MIAC ITS or a criminal intelligence system, MIAC personnel shall assess the information to determine its nature, usability, and quality.
  - F. At the time a decision is made by the MIAC to add information to a MIAC ITS, the information must be labeled to the maximum extent feasible and reasonable, and pursuant to applicable limitations on access and sensitivity of disclosure, in order to:
    - 1. Protect confidential sources and police undercover and/or investigative techniques, methods, and procedures;
    - 2. Not interfere with or compromise pending criminal investigations;
    - 3. Protect individuals' rights of privacy and their civil rights and civil liberties;
    - 4. Provide legally required protections based on the individual's status as a child, sexual abuse victim, resident of a substance abuse treatment program, resident of a mental health treatment program, or resident of a domestic abuse shelter.
  - G. The labels assigned and/or descriptions given to existing information under this "Labeling/Description of Information" section must be reevaluated whenever:
    - 1. New information is added that is known to have a material impact on access limitations or the sensitivity of disclosure of the information;
    - 2. There is a known change in the use of the information materially affecting access or disclosure limitations (for example, the information becomes part of court proceedings for which there are different public access laws).
  - H. The MIAC may incorporate the SAR process into existing processes and systems used to manage other crime-related information and criminal intelligence.

#### *Methods of Acquiring Information*

- I. Information gathering and investigative techniques used by the MIAC shall comply with all applicable laws.
- J. The MIAC shall not intentionally directly or indirectly seek, acquire, or retain information from a nongovernmental information provider, or a commercial database, that may or may not receive a fee or benefit for providing the information, if the center knows or has reason to believe that:
  - 1. The individual or information provider is legally prohibited from acquiring the specific information sought or disclosing it to personnel within the center;<sup>3</sup>
  - 2. The individual or information provider used methods for acquiring the information that MIAC personnel could not legally use;<sup>4</sup> or

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<sup>3</sup> An exception to this is if the individual did not act as an agent of, or at the direction of, any bona fide law enforcement officer participating with the center.

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3. It is known that the specific information sought from the individual or information provider could not legally be acquired by any MIAC personnel.
- K. External agencies that access a MIAC ITS or otherwise share information with the center are governed by the laws and rules governing those individual agencies, including, but not limited to, applicable federal and state laws.
  - L. To the extent it will do so at all, the MIAC shall contract only with commercial database entities that ***certify in writing*** prior to providing contracted-for services or products:
    1. That their methods for gathering personally identifiable information comply with applicable laws and regulations; and
    2. That their methods are not based on misleading information-gathering practices.

*Basic Descriptive Information*

- M. Basic descriptive information shall be used when entering information into a MIAC ITS and electronically associated with data (or content) for which there are known to be special laws, rules, or policies regarding access, use, and disclosure, including, but not limited to, terrorism-related information shared through the ISE.
  1. To the extent reasonably known or ascertainable, the types of information should include:
    - a. The name of the originating agency, with reasonable specificity as to the division or unit of the agency from which the information originates;
    - b. The name of the originating agency's justice information system from which the information is disseminated;
    - c. The date the information was collected by the center and, where feasible, the date its accuracy was last verified;
    - d. The title or position, and contact information of, the person to whom questions regarding the information should be directed.

*Received tips and leads, including, but not limited to, Suspicious Activity Reporting ("SAR") Information*

- N. The center may receive tips and leads, including, but not limited to, SAR information.

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<sup>4</sup> An exception to this is if the individual did not act as an agent of, or at the direction of any bona fide law enforcement officer participating in the center. In such a case, the MIAC Director shall seek the advice of the Maine State Police Staff Attorney regarding any legal restrictions before any information is used or shared in any way.

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- O. MIAC shall use the MIAC Activity Report to document and categorize SAR information the center acquires.
1. Such information shall be maintained in the Activity Report as follows:
    - a. An analyst who receives SAR information (either by e-mail, phone, or in person) shall create an Activity Report entry and indicate the date and time the information was received.
      - (1) The analyst shall indicate in the appropriate fields from which agency and/or person the information originated, and shall include that person's contact information.
    - b. The analyst shall categorize the "nature of the request" as a "SAR."
    - c. The analyst then shall categorize the "reason for the request" appropriately, given the nature of the information, as well as the facts and circumstances contemplated in the information.
    - d. The analyst then shall sub-categorize the request appropriately, given the nature of the information and the underlying facts and circumstances contemplated in the information.
    - e. In the "free-text" narrative field, the analyst then shall state his or her work activity associated with the information.
    - f. The analyst also shall attach any relevant supporting documentation he or she acquires when the SAR information is received, processed, and entered into the Activity Report, such as – as examples only – results of database checks, requests for information, and police reports.
    - g. The analyst shall create additional supplements to the original entry with any informational updates.
  2. MIAC personnel shall adhere to the following procedures when acquiring, assessing, storing, disclosing, retaining, and securing tips and leads information, including, but not limited to, SARs:
    - a. Prior to disclosing such information, MIAC personnel shall ensure that attempts to validate or refute the information have taken place and that the information has been assessed for sensitivity and confidence.
    - b. MIAC personnel shall allow access to or disclose such information using the same (or a more restrictive) access or dissemination standard that is used for data that rises to the level of reasonable suspicion (for example, "need-to-know" and "right-to-know" access or dissemination for PII).
    - c. MIAC personnel shall regularly provide access to or disclose such information in response to an interagency inquiry for law enforcement, homeland security, or public safety and analytical purposes, or provide an assessment of the information to any agency, entity, individual, or the public when credible information indicates potential imminent danger to life or property.

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- d. MIAC personnel shall maintain SAR information in its Activity Report in the MIAC ITS, using in the same or substantially similar manner as information that rises to the level of reasonable suspicion is secured and that includes an audit and inspection process, supporting documentation, and labeling of the data, in accordance with Section V(E) – (H) (above) to delineate it from other information.
  - e. MIAC personnel shall adhere to and follow the center’s physical, administrative, and technical security measures to ensure the protection and security of tips and leads, including, but not limited to, SAR information.
3. In its collection and maintenance of SAR information, to the extent reasonably feasible and consistent with MIAC’s legal authorities and mission requirements, the MIAC shall:
- a. Identify and review protected information that may be accessed from or disclosed by the center prior to sharing the SAR information through the ISE; and
  - b. Include notice mechanisms to enable ISE authorized users to determine the nature of the protected information and how to handle the information in accordance with applicable legal requirements.
- P. Information acquisition and investigative techniques used by the MIAC and participating agency personnel exchanging information with the center must be in compliance with and adhere to applicable laws, including, but not limited to:
- 1. 28 CFR Part. 23, as applicable;
  - 2. The FIPPs (see Appendix C, but note that under certain circumstances, the FIPPs may be superseded by authorities paralleling those provided in the federal Privacy Act, state, local, tribal, or territorial law, or center policy);
  - 3. Federal and state constitutional provisions; and
  - 4. Maine statutes and regulations.
- Q. When processing SAR information, the center shall provide for human review and vetting to ensure that the information is both legally acquired and, where applicable, determined to have a potential nexus to terrorist activity.
- 1. MIAC personnel shall be trained to recognize those behaviors and incidents that are indicative of criminal activity associated with terrorism.
- R. When processing SAR information, the center shall include safeguards to ensure, to the greatest degree possible, that only information regarding individuals and organizations involved in activities that have been determined to be consistent with terrorist activity is documented and shared through the ISE.



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1. Such safeguards are intended to ensure that information that could violate civil rights and civil liberties will not be intentionally or inadvertently acquired, documented, processed, and shared. See Part V.(A) – (D) of this policy.

## **Part VI. Information Quality**

- A. To the extent reasonably feasible, the MIAC shall ensure that information sought, acquired, and retained by the center is:
  1. Derived from dependable and trustworthy sources of information;<sup>5</sup>
  2. Accurate;
  3. Current;
  4. Complete (including the relevant context in which it was sought or received and other related information);<sup>6</sup>
  5. Merged with other information about the same individual or organization only when the applicable standard has been met.
- B. MIAC shall implement a process for additional fact development during the vetting process where a SAR includes PII and is based on behaviors that are not inherently criminal. MIAC shall articulate additional facts or circumstances to support the determination that the behavior observed is reasonably indicative of preoperational planning associated with terrorism.
- C. The MIAC shall investigate, in a timely manner, alleged errors and deficiencies (or refer them to the originating agency) and will correct, delete, or refrain from using protected information found to be erroneous or deficient.
- D. All criminal intelligence information entries or submissions made to MIAC criminal intelligence system shall be reviewed by the MIAC to ensure they meet the submission requirements of 28 CFR Part 23.
- E. The MIAC shall establish a deadline by which the information entered into or submitted to a criminal intelligence system must be reviewed and validated for a new retention period by the user or agency submitting the information.
  1. If the established deadline is not met, or the user contributing the information cannot be reached in a timely manner, the information shall be deleted.

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<sup>5</sup> This may include commercial databases, in addition to participating agencies.

<sup>6</sup> Open source information, public information, or a source with an unknown reliability may be sought, acquired, and retained by the MIAC, but shall be noted as such and a disclaimer shall be added to the information that indicates (1) that the information may not be accurate, and (2) that the recipient should independently assess and verify the content of the information before any official action is taken based on the result of the information.

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- F. To the extent reasonably feasible and consistent with agency authorities and mission requirements, MIAC will provide notice of whether information in an ISE-SAR, terrorism-related analytic product, or criminal intelligence information record/product:
1. Is subject to specific information privacy or other similar restrictions on access, use or disclosure,<sup>7</sup> and if so, the nature of such restrictions; and
  2. Has limitations on the reliability or accuracy of the information.
- G. If MIAC or participating agency personnel exchanging information through a MIAC ITS or criminal intelligence system have a concern, or are notified of a concern by another agency member, regarding source reliability, or if information is in error such that it may affect a person's rights or civil liberties, the MIAC Compliance Officer shall be promptly notified of the concern.
1. The MIAC Compliance Officer shall review the allegation in accordance with this policy.
    - a. The MIAC Compliance Officer shall provide the MIAC Director with a written report on each source reliability investigation on which the MIAC Compliance Officer works.
- H. The MIAC Director shall maintain a record of sources determined not to be reliable to ensure they are not used by the MIAC until the reliability issues have been resolved.
- I. The MIAC shall conduct periodic data quality reviews of information it originates and make every reasonable effort to ensure that the information is corrected, deleted from a MIAC ITS, or not used when the center:
1. Identifies information that is erroneous, misleading, obsolete, or – in light of the totality of attendant circumstances – unreliable;
  2. Discovers that it did not have authority to gather the information or to provide the information to another agency; or
  3. Used prohibited means to gather the information.<sup>8</sup>
- J. MIAC personnel shall notify the MIAC Director and the MIAC Compliance Officer that information maintained in a MIAC ITS must be corrected or deleted by the MIAC when such personnel learns and confirms that:
1. The information is erroneous, misleading, obsolete, unreliable, improperly merged, or lacks adequate context such that the rights of the individual may be affected;

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<sup>7</sup> See, e.g., Maine Criminal History Record Information Act, 16 M.R.S. c. 7; and Maine Intelligence and Investigative Record Information Act, 16 M.R.S. c. 9.

<sup>8</sup> Except when the center's information source did not act as the agent of the center in gathering the information.

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2. The source of the information did not have authority to gather the information or to provide the information to the center;<sup>9</sup>
  3. The source of the information used prohibited means to gather the information, except when the source did not act as an agent at to a bona fide law enforcement officer.
- K. To the extent reasonably feasible, if the MIAC Director learns that criminal intelligence information or potential terrorism-related information received by the MIAC is alleged, suspected, or found to be materially inaccurate, incomplete, or out of date, the Director shall contact the appropriate contact person at the participating agency that provided that information and make the participating agency aware of the problem with the information. Participating agency personnel are solely responsible for reviewing the quality and accuracy of the information provided to the MIAC.
- L. If erroneous information provided from a commercial database is included in a MIAC ITS, the MIAC Director shall notify the privacy office or appropriate contact of the commercial database business.
- M. The MIAC shall notify recipient agencies when information previously disclosed to them through a MIAC ITS is known to have been deleted or changed pursuant to this policy.
1. Such notifications must be made in writing, and the fact the notification was made (and the date on which it was made) shall be documented by the MIAC.
  2. The MIAC shall establish physical and electronic safeguards to ensure that only authorized users are allowed to add, change, or delete information in a MIAC ITS.

## **Part VII. Collation & Analysis of Information**

### *Collation and Analysis*

- A. Information subject to collation and analysis is information as defined and identified in Part V of this policy. Information that is acquired by the MIAC or from other sources shall only be analyzed for purposes consistent with this policy:
1. By MIAC personnel who have successfully completed a background check and appropriate security clearance, if applicable, and have been selected, approved, and trained accordingly;

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<sup>9</sup> Except when the source did not act as an agent to a bona fide law enforcement officer, and only if the rules of criminal procedure and prevailing State and Federal case laws allows it, and only after consultation with Maine State Police Staff Attorney and/or the Maine Office of the Attorney General.

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2. To provide tactical and/or strategic intelligence on the existence, identification, and capability of individuals and organizations suspected of having engaged in or engaging in criminal activities generally; and
  3. To further crime prevention, enforcement, force deployment, or prosecution objectives and priorities; or
  4. For activity that may pose a threat to the public safety, including, but not limited to, the safety of law enforcement officers and criminal justice agency personnel.
- B. Information acquired by the MIAC or accessed from other sources is analyzed according to priorities and needs, and shall be analyzed only to:
1. Further crime prevention (including, but not limited to, terrorism), law enforcement, public safety, force deployment, or prosecution objectives and priorities established by the center;
  2. Provide tactical and/or strategic intelligence on the existence, identification, and capability of individuals and organizations suspected of having engaged in or engaging in criminal (including, but not limited to, terrorist) activities.

#### *Merging of Information from Different Sources*

- C. Information shall be merged with other information maintained by the MIAC only by qualified individuals who meet the criteria set forth in Part VII(A) of this policy.
- D. Information about an individual or organization from two or more sources shall not be purposefully merged in a MIAC ITS or criminal intelligence system unless there is sufficient identifying information to clearly establish that the information is about the same individual or organization.
- E. The set of identifying information sufficient to allow merging in a MIAC ITS or criminal intelligence system shall consist of available attributes that can contribute to higher accuracy of match, but should have at least three matches.
1. If the matching requirements are not fully met but there is an identified partial match, the information may be associated in a MIAC ITS or criminal intelligence system if accompanied by a clear statement that it has not been adequately established that the information relates to the same individual or organization.

#### *Pre-disclosure Review of Certain MIAC-created Intelligence Products*

- F. As requested by MIAC personnel, the MIAC Privacy Officer shall review intelligence products created by the MIAC to ensure that they provide appropriate privacy, civil rights, and civil liberties protections, before such products are disclosed by the center.

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## Part VIII. Access to & Disclosure of Information

- A. The MIAC shall use credentialed, role-based access criteria, as appropriate, to control:
  - 1. The information in a MIAC ITS to which a particular group or class of users can have access based on the group or class;
  - 2. The information a class of users of a MIAC ITS can add, change, delete, or print; and
  - 3. To whom, individually, the MIAC ITS information may be disclosed, and under what circumstances.
  
- B. The MIAC shall adhere to the current version of the *ISE-SAR Functional Standard* for the SAR process when ISE-SAR information is involved.

The MIAC shall maintain records of agencies sharing information with the MIAC and employ system mechanisms to identify the originating agency when the information is shared with the MIAC.

- C. Direct access to any information retained by the MIAC only shall be provided to individuals authorized to have such access.
  - 1. Each instance of access to or disclosure of information in a MIAC ITS shall be manually or electronically documented.
    - a. The documentation must identify each individual who accessed or acquired information maintained by the center and explain the nature of the information accessed.
  
- D. A MIAC ITS may be accessed only when the system is capable of providing an audit trail to the administrators in the center.
  - 1. Each such instance of access to a MIAC ITS shall be manually or electronically documented.
  
- E. Agencies external to the MIAC may not disclose information accessed through or disclosed from a MIAC criminal intelligence system without the prior approval of the center or the originator of the information.
  
- F. Except as otherwise provided in this policy or required by applicable public records access laws, access to or disclosure of information maintained by the MIAC only shall be disclosed to persons within the center or in other governmental agencies who are authorized to have such access, and only for:
  - 1. Legitimate law enforcement, public protection, prosecution, public health, or justice purposes; and
  - 2. The performance of official duties in accordance with law and procedures applicable to the agency for which the person is working.

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To the extent reasonably feasible, the MIAC shall electronically or manually document such disclosure to identify who or what agency requested and/or received the information. Such documentation must be maintained by the MIAC for a minimum of seven (7) years.

*Disclosing Information to the Public in the Aid of Investigation*

- G. Information acquired and/or maintained by the MIAC may be disclosed to the public or media if the information is a public record, or if the release of the information, if protected, might aid a criminal investigation or ensure for the safety of the public.
1. Each such disclosure must be manually or electronically documented, and such documentation must be retained by the MIAC for a minimum of seven (7) years.

*Inability Confirm the Existence or Nonexistence of Intelligence and Investigative Record Information*

- H. The MIAC cannot confirm the existence or nonexistence of intelligence or investigative information to any person or agency that would not be eligible to receive the information itself. *See* 16 M.R.S. §§ 803(7), 804, 807.

*Disclosing Information to an Individual about Whom Information Has Been Acquired*

- I. Upon satisfactory verification of an individual's identity (e.g., through fingerprinting the individual, through the presentation by the individual of a valid, government-issued identification), and subject to the conditions specified in this policy and applicable law (including, *inter alia*, 16 M.R.S. §§ 807 and 808), an individual may learn of the information about him or her that is maintained by the MIAC.
1. Subject to applicable law (*see, inter alia*, 16 M.R.S. §§ 807 and 808), the individual may review and, to the extent permitted by law, obtain a copy of, the information maintained about him or her, for the purpose of challenging the accuracy or completeness of the information.
  2. The center's response to such requests shall be made to the requesting individual by the MIAC Privacy Officer within (thirty (30) days) after the receipt of the request.
  3. Subject to applicable law (*see inter alia* 16 M.R.S. §§ 807 and 808), if the information about the individual making the request did not originate with the MIAC, either:
    - a. The individual shall be referred to the originating agency, if legally permissible; or

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- b. The center shall inform the individual making the request that the center cannot confirm the existence or nonexistence of the information.
    - (1) In such circumstances, the center shall notify the originating agency of the request and of the center's determination that confirmation of the existence of the information by the MIAC, and the referral of the individual making the review request to the originating agency, was not legally permissible.
  - 4. A record must be kept of each request made by individuals to review information about them that is maintained by the MIAC.
    - a. When applicable, the record must describe the information that was reviewed by the individual that made the request.
  - J. There are categories of records to which the public will not be provided access, and these include, but are not limited to, the following:
    - 1. Records and information that by law are designated as confidential;
      - a. Such records and information include, but are not limited to, investigatory records of law enforcement agencies that are exempted from disclosure requirements under the Maine Criminal History Record Information Act (16 M.R.S. c. 7) and the Maine Intelligence and Investigative Record Information Act (16 M.R.S. c. 9).
        - (1) However, such investigatory records of law enforcement agencies must be made available for inspection and copying to the extent permitted under those Acts;
    - 2. Records that by definition of law are not "public records" (*see* 1 M.R.S. § 402(3));
    - 3. Information that meets the definition of "classified information," as that term is defined in the National Security Act, Public Law 235, Section 606 and in accordance with Executive Order 13549, Classified National Security Information Program for State, Local, Tribal, and Private Sector Entities, August 18, 2010;
    - 4. A record or part of a record that, if publicly disclosed, would have a reasonable likelihood of threatening public safety by exposing a vulnerability to terrorist attack is exempted from disclosure requirements under the Maine Intelligence and Investigative Record Information Act (16 M.R.S. c. 9);
    - 5. Governmental agency records that are protected by law and, as a matter of law, cannot be disclosed publicly.

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- K. Except as permitted under applicable law, the existence, content, and source of the intelligence and investigative record information shall not be disclosed to an individual if there is a reasonable possibility that release or inspection of the information would result in one or more harms listed at 16 M.R.S. § 804, sub-§§ 1 – 12.

*Requests for the Correction of Information that has been Disclosed Publicly*

- L. If an individual requests correction of information originating with the MIAC that has been disclosed (including, but not limited to, disclosed to the individual him- or herself) by the MIAC, the individual shall submit the objection to the MIAC Director at the following email address: [intel.msp@maine.gov](mailto:intel.msp@maine.gov).
- M. The MIAC Director shall forward the objection to the MIAC Privacy Officer, who, within fifteen (15) business days after receiving the objection, shall notify the person filing the objection that the objection has been received.
- N. Within thirty (30) business days after receiving the objection, the MIAC Privacy Officer shall conduct an investigation to determine whether correction of the information at issue is warranted, in whole or part, and then report his or her findings to the MIAC Director.
- O. Within fifteen (15) business days after receiving the MIAC Privacy Officer's findings, the MIAC Director shall make the final decision about whether the information will be corrected in whole or part.
1. The individual making the request for the correction of the information shall be notified in writing of the MIAC Director's decision.
    - a. If the decision is made by the MIAC Director that the information is not to be corrected in whole or part, the MIAC Director shall inform the individual in writing of each reason the information will not be corrected in whole or part.
    - b. At such time, the individual also will be informed that the MIAC Director's decision may be appealed in writing to the Colonel of the Maine State Police within thirty (30) days after the decision is rendered.
  2. If an individual timely appeals the MIAC Director's decision to the Colonel of the Maine State Police, the Colonel shall reconsider and render a decision regarding the MIAC Director's decision within forty-five (45) business days after the written appeal is received by the Colonel.
    - a. In reconsidering the MIAC Director's decision, the Colonel may consult with the Maine Office of the Attorney General.
    - b. The Colonel's decision to uphold in whole or part, or reverse, the MIAC Director's decision constitutes final agency action.
- P. The final disposition of each such request for correction must be documented and kept on file by the MIAC for at least seven (7) years.



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*Complaints Regarding Terrorism-related Protected Information*

Q. If an individual has a complaint regarding the accuracy or completeness of terrorism-related protected information that:

1. Is exempt from disclosure; or
2. Has been or may be shared through the Information Sharing Environment; and
  - a. Is maintained by the MIAC; and
  - b. Allegedly has resulted in demonstrable harm to the individual making the complaint,

then the MIAC shall inform that individual that he or she may submit the complaint to the MIAC Director at the following e-mail address: [intel.msp@maine.gov](mailto:intel.msp@maine.gov), to the attention of the “MIAC Director.”

3. Upon the receipt of such a complaint, the MIAC Director shall forward the complaint to the MIAC Privacy Officer.
  4. Within fifteen (15) business days after the MIAC’s receipt of the complaint, the MIAC Privacy Officer shall notify the person filing the complaint that the complaint has been received.
  5. Within thirty (30) business days after the MIAC’s receipt of the complaint, the individual shall be notified of the MIAC’s response to and determination regarding the complaint.
    - a. The determination shall be made by the MIAC Director in consultation with the MIAC Privacy Officer.
  6. At such time that the individual is notified of the MIAC Director’s decision, the individual also shall be informed that the decision may be appealed in writing to the Colonel of the Maine State Police within thirty (30) days after the decision is rendered.
  7. If an individual timely appeals the MIAC Director’s decision to the Colonel of the Maine State Police, the Colonel shall reconsider and render a decision regarding the MIAC Director’s decision within forty-five (45) business days after the written appeal is received by the Colonel.
    - a. In reconsidering the MIAC Director’s decision, the Colonel may consult with the Maine Office of the Attorney General.
    - b. The Colonel’s decision to uphold in whole or part, or reverse, the MIAC Director’s decision constitutes final agency action.
- R. The final disposition of each such request for correction must be documented and kept on file by the MIAC for at least seven (7) years.

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*Prohibited uses of information*

- S. Information acquired and retained by the MIAC **SHALL NOT BE**:
1. Sold, published, exchanged, or disclosed for commercial purposes;
  2. OR
  3. Disseminated to persons not authorized to access or use the information.

**Part IX. Information Retention & Disposition**

*Review of Information Regarding Retention*

- A. All criminal intelligence information shall be reviewed for record retention (validation or purge) by the MIAC at least every five (5) years from the date it was received by the MIAC.
- B. All other information maintained by the MIAC shall be retained in accordance with the MIAC retention schedules. See <http://www.maine.gov/sos/arc/records/state/policy.html>.
- C. When information maintained in a MIAC ITS has no further value or meets the criteria for removal under the center's retention and destruction policy, it shall be disposed of in accordance with applicable retention schedules.
1. Information shall not be returned to the submitting source.

*Destruction of Information*

- D. The MIAC shall purge criminal intelligence information from a criminal intelligence system operated by MIAC, unless it is reviewed and validated, at least every five (5) years from the date it was entered in or submitted to a criminal intelligence system that is subject to 28 CFR Part 23.
- E. Notification to or approval by originating and participating agencies of proposed destruction or return of records or information is not required.
1. Originating and participating agencies that have maintained their own copies of records or information submitted to the MIAC are solely responsible for auditing and purging such records in accordance with applicable law and policy.
- F. No record of information purged from a criminal intelligence system operated by MIAC shall be maintained by the MIAC, to satisfy the integrity and completeness of the purged information from appropriate systems, with the exceptions of information stated in this policy.

*Destruction of Classified National Security Information*

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- G. Classified information (“Secret”) maintained by the MIAC shall be reviewed on an annual basis.
  - H. This review shall:
    - 1. Determine if there is a continuous use/need for each classified document kept by the MIAC;
    - 2. Ensure that ALL classified materials being retained have the appropriate classified cover sheets attached;
    - 3. Ensure that ALL classified materials being retained are properly marked;
    - 4. Ensure that ALL Secret materials are recorded on Classified Material Control Inventory Form CD-481;
    - 5. Ensure that ALL Secret materials selected for destruction are recorded on the form CD-481 and are destroyed by approved methods.

## **Part X. Accountability, Enforcement, and Security**

### *Information System Transparency*

- A. The MIAC shall be open with the public regarding information and intelligence gathering, collection, retention, and dissemination practices, to the extent permitted by state law. The center’s P/CRCL policy will be provided to the public for review upon request, and posted on the MIAC’s website <http://www.maine.gov/miac/>.

### *Accountability for Activities*

- B. The MIAC shall establish and implement procedures, practices, system protocols, and use of software, information technology tools, and physical security measures that protect each MIAC ITS from unauthorized access, modification, theft, or sabotage, whether internal or external, and whether due to natural or human-caused disasters or intrusions.
  - 1. Access to a MIAC ITS from outside the facility shall be allowed only over secure networks.
- C. The MIAC shall store MIAC ITS information in a manner such that it cannot be added to, modified, accessed, destroyed, or purged except by personnel authorized to take such actions, as designated by the MIAC Director.
- D. The MIAC shall adopt and follow procedures and practices by which it can ensure and evaluate the compliance of individuals who are subject to this policy with the terms of this policy and with applicable law.
  - 1. This shall include manual or electronic logging access of these systems that ensures that the identities of users of the systems, and an auditable trail of data accessed by MIAC personnel is created.

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2. An audit trail must be kept for a minimum of seven (7) years of requests for access to information for specific purposes and of what information is disclosed to each person in response to the request.
  3. These systems shall be reviewed every calendar year by the MIAC Compliance Officer, and a record of the reviews must be maintained by the MIAC Director.
    - a. The MIAC shall adopt and follow procedures by which it can ensure and evaluate the compliance of users with system requirements and with the provisions of this policy and applicable law.
    - b. Audits:
      - (1) Must be conducted every calendar year by an independent third party or alternatively, by the MIAC Compliance Officer in consultation with the MIAC Privacy Officer;
      - (2) May include any type of medium (printed and electronic) or technology (e.g., physical servers, virtual machines, and mobile devices) used in a work-related MIAC activity;
      - (3) Must be conducted in such a manner as to protect the confidentiality, sensitivity, and privacy of the center's information and intelligence system(s);
      - (4) Must be performed in a manner so as to not establish a pattern of the audits.
    - c. A record of the audits shall be maintained by the MIAC Compliance Officer, as well as by the MIAC Security Officer.
    - d. Appropriate elements of the audit process and key audit outcomes must be compiled into a report by the Compliance Officer in consultation with the MIAC Privacy Officer, and must be provided to the MIAC Director, the Maine State Police Command Staff, and the MIAC Advisory Board.
  - E. Direct access to a MIAC ITS shall be granted only to the MIAC personnel whose positions and job duties require such access; who have successfully completed a background check and appropriate security clearance, if applicable; and who have been selected, approved, and trained accordingly.
  - F. To prevent their unauthorized disclosure, risk and vulnerability assessments shall not be stored with publicly available data.
  - G. Individuals who are subject to this policy and who become aware of any of the circumstances identified below shall report the matter to the MIAC Compliance Officer. This includes:
    1. Any errors and suspected or confirmed violations of center policies relating to protected information; and
    2. Any suspected or confirmed data breaches (in any medium or form, including paper, oral, and electronic) as soon as possible and without
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unreasonable delay, consistent with applicable laws, regulations, policies, and procedures.

a. See definitions of “data breach,” “originating agency,” “protected information,” and “personally identifiable information” in Appendix B.

H. The MIAC Compliance Officer shall annually review, or cause to have reviewed, the information maintained in each MIAC ITS.

1. The results of each such review must be shared with the MIAC Advisory Board.
2. The review must be conducted in such a manner so as to protect the confidentiality, sensitivity, and privacy of information maintained in all MIAC ITS.

I. In response to updates in applicable law and public expectations, the MIAC shall review the provisions of this policy protecting privacy, civil rights, and civil liberties in its policies and make appropriate changes.

1. The MIAC Director shall maintain records of such reviews and, upon request, make them available for audits and to the MIAC Advisory Board.

J. Data/Information Breach Procedures

1. Data Breaches involving PII:

a. As soon as practicable following assessment of a suspected or confirmed data breach of PII in a MIAC ITS, the MIAC Security Officer shall notify the originating agency from which the center received PII of the nature and scope of a suspected or confirmed breach of such information.

(1) See definitions of “Personally Identifiable Information” and “Data Breach” in Appendix B.

2. Security Breach involving Personal Information:

a. With regard to security breaches that involve personal information stored in a MIAC ITS, the MIAC adheres to the requirements and procedures set forth in 10 M.R.S. § 1346 *et seq.*

b. In accordance with 10 M.R.S. § 1346, *et seq.*, the MIAC Security Officer shall determine whether a security breach involving a MIAC ITS requires notification to an affected individual, in accordance with applicable laws, regulations, policies, and procedures and, if such notification is needed, the MIAC Security Officer shall provide, or cause to have provided, that notification.

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(1) *See* definitions of “Personal Information” and “Security Breach” in Appendix B.

- c. Required notifications shall be made promptly and without unreasonable delay following discovery or notification of the access to the information, consistent with the legitimate needs of law enforcement to investigate the release or any measures necessary to determine the scope of the release of information and, if necessary, to reasonably restore the integrity of any MIAC information system affected by this release.

### *Enforcement*

- K. If an individual who is subject to this policy is found not to be complying with the provisions of this policy regarding the acquisition, use, retention, destruction, sharing, classification, or disclosure of information, the MIAC Director shall investigate and may:
1. Suspend or discontinue access to information by the individual;
  2. Apply administrative actions or sanctions as provided by applicable laws and policies of the State of Maine;
  3. If the individual is from an agency outside of the Maine State Police, request that the agency employing the individual initiate proceedings to discipline the user or enforce this policy’s provisions; or
  4. Refer the matter to appropriate authorities for criminal prosecution, as necessary, to effectuate the purposes of this policy.

### *Right to Restrict Access to MIAC Information and Facilities*

- L. The MIAC reserves the right to restrict the qualifications and number of individuals having access to center-maintained information and center facilities, as well as to suspend or withhold service and deny access to any participating agency personnel.

## **Part XI. Training**

### *Personnel requiring training and frequency*

- A. The MIAC shall require each individual to whom this policy applies to review the policy and acknowledge in writing that such review has occurred, and that the individual understands and agrees to abide by the applicable terms of the policy.
- B. MIAC personnel shall review this policy as necessary to carry out their duties lawfully and appropriately; whenever the policy is amended or revised; and when directed to do so by the MIAC Director.

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1. The MIAC shall provide appropriate, role-based training to MIAC personnel authorized to disclose protected information through the ISE regarding the MIAC's requirements and policies for acquisition, collection, use, and disclosure of protected information.
  2. To the extent reasonably feasible, the MIAC Privacy Officer, MIAC Compliance Officer, and the MIAC Security Officer each shall receive the additional training, in addition to the training provided under section 3 of this Part, below, appropriate to the respective positions.
- C. The initial training program content for MIAC personnel training shall include:
1. The purposes of this policy;
  2. The substance and intent of the provisions of the policy relating to acquisition, use, analysis, retention, destruction, sharing, and disclosure of information retained by the MIAC in a MIAC ITS or criminal intelligence system, as appropriate;
  3. The impact of improper activities associated with MIAC ITS information accessible within or through the MIAC;
  4. The nature and possible penalties for violations of this policy, including possible administrative, civil, and criminal liability;
  5. Originating and participating agency responsibilities and obligations under applicable law and this policy;
  6. How to implement this policy in the day-to-day work of the user;
  7. Potential impact of violations of this policy and mechanisms for reporting violations of the policy;
  8. How to identify, report, and respond to a suspected or confirmed breach of PII;
  9. Updates to this policy, if any, in response to changes in law and implementation experience; and
  10. Subject to course availability and funding, the MIAC Privacy Officer also shall take courses offered by the Department of Homeland Security or other federal partners addressing:
    - a. Privacy, civil rights, and civil liberties training of trainers;
    - b. Derivative classification marking; and
    - c. ISE Core Awareness Training.

The MIAC Director will determine the training courses that are feasible and appropriate for other individuals to whom this policy applies.

#### *Record of Training*

- D. Individuals who are subject to the training provisions of this policy are responsible for providing a record of the training to the MIAC Security Officer.
- E. The MIAC Security Officer shall maintain a record of all privacy, civil rights, and civil liberties training received by MIAC personnel.

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## APPENDIX A

### FEDERAL AND SLTT LAWS, REGULATIONS, AND GUIDANCE RELEVANT TO SEEKING, RETAINING, AND DISSEMINATING JUSTICE INFORMATION

The U.S. Constitution is the primary authority that applies to federal as well as state, local, tribal, and territorial (SLTT) agencies. State constitutions cannot provide fewer privacy and other civil liberties protections than the U.S. Constitution, but states can broaden constitutional rights guaranteed by their own constitutions.

Civil liberties protections are primarily founded in the Bill of Rights. They include the basic freedoms, such as free speech, assembly, and religion; freedom from unreasonable search and seizure; due process; etc.<sup>10</sup>

In addition, statutory civil rights protections in the U.S. Constitution may directly govern state action. These include the Civil Rights Act of 1964, as amended; the Rehabilitation Act of 1973; the Equal Educational Opportunities Act of 1974; the Americans with Disabilities Act; the Fair Housing Act; the Voting Rights Act of 1965; and the Civil Rights of Institutionalized Persons Act.

The development of a privacy, civil rights, and civil liberties policy is primarily designed for center personnel and authorized users to ensure that they are aware of the legal and privacy framework within which they and the center must operate. If the applicability and requirements of various laws, regulations, or sharing agreements are not spelled out or referenced in a center P/CRCL policy, staff and user accountability is greatly diminished; mistakes are made; privacy, civil rights, and civil liberties violations occur; and the public's (and other agencies') confidence in the ability of the center to protect information and intelligence is compromised. When staff members know the rules through sound policy and procedure communicated through ongoing training activity, information sharing is enhanced.

It is important to note that federal laws may use different terminology to describe information that identifies an individual (e.g., personal data, personal information, information in identifiable form). Different laws may have different statutory definitions for the terminology used. Personnel who are charged with developing or updating their center's P/CRCL policy should refer to the applicable statutory definition, in order to ensure that the scope of the terminology used is properly understood and implemented.

#### 1. Federal Laws, Regulations, and Guidance

Following are synopses of federal laws, regulations, and guidance that a center should review and, when appropriate, cite within the policy when developing a P/CRCL policy

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<sup>10</sup> The relationship of these fundamental rights to the protection of privacy, civil rights, and other civil liberties in the Information Sharing Environment is explored in a key issues guidance paper titled *Civil Rights and Civil Liberties Protection*, which is available on the ODNI's Office of Partner Engagement-Information Sharing Environment (PE-ISE) website at [www.ise.gov](http://www.ise.gov).



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for a justice information system. The list is arranged in alphabetical order by popular name.

- a. Criminal History Records Exchanged for Noncriminal Justice Purposes, 42 U.S.C. § 14611, United States Code, Title 42, Chapter 140, Subchapter II, § 14611**—This statute provides a general overview of the Interstate Identification Index System (IIIS), an information sharing system that contains state and federal criminal history records that are also used for non-criminal justice purposes, such as governmental licensing and employment background checks. Congress recommends the creation of interstate and federal-state agreements to ensure that uniform policies are in place for records exchanges for non-criminal justice purposes and to prevent unauthorized use and disclosure of personal information due to variances in authorized users' policies. This statute is applicable to multijurisdictional information sharing systems that allow non-criminal justice-related exchanges.
- b. Criminal Intelligence Systems Operating Policies, 28 CFR Part 23, Code of Federal Regulations, Title 28, Chapter 1, Part 23**—This is a guideline for law enforcement agencies that operate federally funded multijurisdictional criminal intelligence systems. The operating principles of 28 CFR Part 23 provide guidance to law enforcement regarding how to operate criminal intelligence systems effectively while safeguarding privacy, civil rights, and civil liberties during the collection, storage, and dissemination of criminal intelligence information. The regulation governs the intelligence information systems' process, which includes information submission or collection, secure storage, inquiry and search capability, controlled dissemination, and review and purge processes.
- c. Criminal Justice Information Systems, 28 CFR Part 20, Code of Federal Regulations, Title 28, Chapter 1, Part 20**—This applies to all state and local agencies and individuals collecting, storing, or disseminating criminal history record information processed by manual or automated operations and funded by the Omnibus Crime Control and Safe Streets Act of 1968, codified at 42 U.S.C. § 3789D. The regulation requires those criminal justice information systems to submit a criminal history information plan and provides guidance on specific areas that should have a set of operational procedures. These areas include completeness and accuracy of criminal history records and limitations on dissemination, including general policies on use and dissemination, juvenile records, audits, security, and access and review.
- d. Driver's Privacy Protection Act of 1994, 18 U.S.C. 2721**—Prohibition on Release and Use of Certain Personal Information from State Motor Vehicle Records—Collected License Plate Reader (LPR) information contains no PII that may be used to connect a license plate detection to an individual. It is only with permissible purpose that law enforcement may make this connect (using other systems), and this access is governed by the Driver's Privacy Protection Act of 1994. [www.gpo.gov/fdsys/granule/USCODE-2011-title18/USCODE-2011-title18-partI-chap123-sec2721/content-detail.html](http://www.gpo.gov/fdsys/granule/USCODE-2011-title18/USCODE-2011-title18-partI-chap123-sec2721/content-detail.html)

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- e. **Federal Civil Rights Laws, 42 U.S.C. § 1983, United States Code, Title 42, Chapter 21, Subchapter I, § 1983**—This is a federal statute that allows an individual to sue public officials in federal court for violations of the individual’s civil rights. Civil rights include such things as the Fourth Amendment’s prohibitions against unreasonable search and seizure, violations of privacy rights, and violations of the right to freedom of religion, free speech, and free association. It serves as a deterrent to unlawful collection, use, or sharing of information rather than providing specific authority or a prohibition to the collection, use, or sharing of information.
  - f. **Federal Driver’s Privacy Protection Act (DPPA), 18 USC § 2721-2725**—Restricts access and prohibits the release of personal information from state motor vehicle records to ensure the privacy of persons whose records have been obtained by that department in connection with a motor vehicle record unless certain criteria are met.
  - g. **U.S. Constitution, First, Fourth, Fifth, Sixth, and Fourteenth Amendments**—The Bill of Rights establishes minimum standards for the protection of the civil rights and civil liberties of individuals in the United States. The First Amendment protects religious freedom, speech, the press, the right to peaceably assemble, and the right to petition the government for a redress of grievances. The Fourth Amendment protects the people from unreasonable searches and seizures and requires that warrants be issued only upon probable cause, supported by oath or affirmation, and particularly describing the place to be searched and the individual or things to be seized. The Sixth Amendment establishes the right of an accused individual to a speedy and public trial by an impartial jury, to be informed of the nature and cause of the charges, to confront witnesses, to have compulsory process to obtain witnesses, and to have the assistance of legal counsel. The Fourteenth Amendment addresses citizenship rights and equal protection of the laws. Although the equal protection clause applies explicitly only to state governments, equal protection requirements apply to the federal government through the Fifth Amendment Due Process Clause.

## **2. State Laws, Regulations, and Guidelines**

- a. **The Constitution of the State of Maine;**
- b. **The Maine Freedom of Access Act, 1 M.R.S. c. 13;**
- c. **Notice of Risk to Personal Data, 10 M.R.S. c. 210-B;**
- d. **The Maine Criminal History Record Information Act, 16 M.R.S. c. 7;**
- e. **The Maine Intelligence and Investigative Record Information Act, 16 M.R.S. c. 9;**
- f. **State Police, 25 M.R.S. Pt. 4;**
- g. **Homeland Security Advisory Council, 37-B M.R.S. § 708;**
- h. **Executive Order 24 FY 06/07 (Effective 08 December 2006).**

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## Appendix B

### Terms and Definitions

- A. Unless the context expressly indicates otherwise, the key terms used in this policy shall be interpreted in accordance with Appendix B, Terms and Definitions.
1. Access. “Access” means the ability to get to (usually having permission to use) particular information on a computer. Web access means having a connection to the Internet through an access provider or an online service provider. With regard to the Information Sharing Environment (“ISE”), access refers to the business rules, means, and processes by and through which ISE participants obtain terrorism-related information, to include homeland security information, terrorism information, and law enforcement information acquired in the first instance by another ISE participant.
  2. Acquisition. For purposes of the Information Sharing Environment (“ISE”), “acquisition” means the method by which an ISE participant obtains information through the exercise of its authority, but does not refer to the obtaining of information widely available to other ISE participants through, for example, news reports, or to the obtaining of information shared with them by another ISE participant who originally acquired the information.
  3. Authorized. “Authorized” means formally approved by the MIAC or in accordance with law.
  4. Center. “Center” means the Maine Information & Analysis Center.
  5. Civil liberties. “Civil liberties” means fundamental individual rights, such as freedom of speech, press, or religion; freedom from unreasonable search and seizure; due process of law; and other limitations on the power of the government to restrain or dictate the actions of individuals. They are the freedoms that are guaranteed by the Bill of Rights, i.e., the first ten Amendments to the Constitution of the United States and the Constitution of the State of Maine. Civil liberties offer protection to individuals from improper government action and arbitrary governmental interference.
  6. Civil rights. The term “civil rights” means those rights and privileges of equal protection that government entities must afford to all individuals in the United States regardless of race, ethnicity, gender, national origin, religion, sexual orientation, gender identity, or other characteristics unrelated to the worth of the individual. Protection of civil rights means that government entities shall take action to ensure that individuals are not discriminated against on the basis of any federally- or state- protected characteristic. For example, a state may have constitutional or statutory language regarding parental status. Generally, the term “civil rights” involves positive (or affirmative) government action to protect against infringement, while the term “civil liberties” involves restrictions on government.

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7. Contractor. “Contractor” means any person working for the MIAC on a contractual basis who, by virtue of his or her work, shall have direct, authorized access to any MIAC ITS.
  8. Criminal intelligence information. “Criminal intelligence information” means information or data that has been evaluated to determine that it is relevant to the identification of and the criminal activity engaged in by an individual who or organization that is reasonably suspected of involvement in criminal activity, and meets criminal intelligence system submission criteria, as set forth in *CRIMINAL INTELLIGENCE SYSTEMS OPERATING POLICIES* (28 Code of Federal Regulations Part 23 (“28 C.F.R. Part 23”)).
    - a. Only those criminal intelligence records that meet the reasonable suspicion criteria and the other 28 CFR Part 23 operating principles and are shared between agencies by an intelligence project are subject to the regulation. Fact-based or uncorroborated information (case investigative files, case management systems, incident/offense reports, field interview cards or contact files, criminal history records, arrest blotters, records management system [RMS] data, tips and leads, suspicious activity reports [SARs], etc.) and other types of information or intelligence gathered/collected and shared by state, local, tribal, or territorial law enforcement and intelligence agencies are not subject to 28 CFR Part 23.
  9. Criminal Intelligence System: For purposes of this policy, the term “criminal intelligence system” refers to a system that stores criminal intelligence information, as that term is defined in 28 CFR § 23.3(b)(1). The operating principles of 28 CFR Part 23 provide guidance to law enforcement regarding how to operate criminal intelligence information systems effectively while safeguarding privacy and civil liberties. The regulation applies to state, local, tribal, or territorial agencies if they are operating interjurisdictional or multijurisdictional criminal intelligence systems that are supported with Omnibus Crime Control and Safe Streets Act funding. See 28 CFR Part § 23.3(a). It may also apply as a matter of state law, grant conditions, or agency policy.
  10. Data Breach. “Data breach” means the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, or any similar occurrence where (1) a person other than an authorized user accesses or potentially accesses PII, or (2) an authorized user accesses or potentially accesses PII for a purpose other than the authorized purpose.
  11. Disclosure. “Disclosure” means the release, transfer, provision of access to, sharing, publication, or divulging of PII in any manner — electronically, orally, or in writing — to an individual, agency, or an organization outside the agency that collected it. Disclosure is an aspect of privacy, focusing on information that may be available only to certain people for certain purposes but that is not available to everyone.
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12. Fair Information Practice Principles. “Fair Information Practice Principles” (“FIPPs”) means a set of internationally recognized principles that inform information privacy policies both within government and the private sector. Although specific articulations of the FIPPs vary and have evolved since their genesis in the 1970s, core elements are consistent among nations, states, and economic sectors. These core elements are incorporated into information privacy laws, policies, and governance documents around the world. They provide a straightforward description of underlying privacy and information exchange principles and a simple framework for the legal use that needs to be done with regard to privacy in integrated justice systems. Because of operational necessity, it may not always be possible to apply all of the principles equally. For example, the Individual Participation Principle (#8) may be of limited applicability in intelligence operations, as fusion centers do not generally engage with individuals. That said, fusion centers and all other integrated justice systems should endeavor to apply the FIPPs where practicable. The eight FIPPs are:

- a. Purpose Specification;
- b. Data Quality/Integrity (see definition at Appendix C);
- c. Collection Limitation/Data Minimization;
- d. Use Limitation;
- e. Security Safeguards (see definition at Appendix C);
- f. Accountability/Audit;
- g. Openness/Transparency;
- h. Individual Participation;

*See Appendix C for further background on the FIPPs.*

13. Governmental agency. “Governmental agency” means, as applicable in the context of this policy, a county, municipal, state, territorial, tribal, or federal government agency.

14. Information. “Information” means any data about people, organizations, events, incidents, or objects, regardless of the medium in which it exists, that is collected, acquired, maintained, accessed, or disclosed, or disseminated by the MIAC directly and exclusively.

- a. Information received by law enforcement agencies can be categorized into three general areas:
  - (1) General data, including investigative information;
  - (2) Tips and leads data (including suspicious activity reports);  
and
  - (3) Criminal intelligence information.

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- b. Information disseminated by the MIAC through means other than a MIAC ITS, e.g., through RISS network systems or databases, is regulated by the laws and policies applicable to such systems.
15. Information Sharing Environment. “Information Sharing Environment” (“ISE”) means a conceptual framework composed of the policies, procedures, and technologies linking the resources (people, systems, databases, and information) of governmental agencies and the private sector to facilitate terrorism-related information sharing, disclosure, and collaboration.
16. Information Sharing Environment Suspicious Activity Report. Information Sharing Environment Suspicious Activity Report (“ISE-SAR”) means a SAR that has been determined, pursuant to a two-step process established in the ISE-SAR Functional Standard, to have a potential terrorism nexus (i.e., to be reasonably indicative of criminal activity associated with terrorism).
17. Information-technology services support personnel. “Information-technology services support personnel” means any State of Maine employee or contractor assigned to provide direct information technology services support for any MIAC IT system.
18. Law enforcement information. For purposes of the Information Sharing Environment (“ISE”), “law enforcement information” means any information acquired by or of interest to a law enforcement agency or official that is both (a) related to crime or the security of the United States, and (b) relevant to a law enforcement mission, including, but not limited to, information pertaining to an actual or potential criminal, civil, or administrative investigation or a foreign intelligence, counterintelligence, or counterterrorism investigation; assessment of or response to criminal threats and vulnerabilities; the existence, organization, capabilities, plans, intentions, vulnerabilities, means, methods, or activities of individuals or groups involved or suspected of involvement in criminal or unlawful conduct, or in assisting or associated with criminal or unlawful conduct; the existence, identification, detection, prevention, interdiction, or disruption of, or response to, criminal acts and violations of the law; identification, apprehension, prosecution, release, detention, adjudication, supervision, or rehabilitation of accused persons or criminal offenders; and victim/witness assistance.
19. Maintenance of information. “Maintenance of information” refers to all forms of information storage. This includes electronic systems (for example, databases) and nonelectronic storage systems (for example, filing cabinets).
- a. To meet access requirements, an organization is not required to create new systems to maintain information or to maintain information beyond a time when it no longer serves an organization’s purpose.

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20. MIAC personnel. “MIAC personnel” means any person employed or contracted by or assigned as part of his or her official duties to the MIAC, and is either working in the MIAC physically or has direct, authorized access to a MIAC IT system.
  21. MIAC Director. “MIAC Director” means the Director of the MIAC (*see* Part II, § 1), or his or her authorized designee.
  22. MIAC information technology system. “MIAC information technology system” (“MIAC ITS”) means any information technology system exclusively administered and maintained by or on behalf of the MIAC (e.g., MIAC Activity Report, Netsential). A MIAC ITS is not a criminal intelligence system.
  23. Nationwide Suspicious Activity Reporting (SAR) Initiative (NSI): The NSI establishes standardized processes and policies that provide the capability for Federal, state, local, tribal and territorial, campus, and railroad law enforcement and homeland security agencies to share timely, relevant ISE-SARs through a distributed information sharing system that protects privacy, civil rights, and civil liberties.
  24. Nationwide Suspicious Activity Report (“SAR”) Initiative (“NSI-SAR”) SAR Data Repository. NSA-SAR SAR Data Repository means a single data repository, built to respect and support originator control and local stewardship of data, which incorporates federal, state, and local retention policies.
    - a. Within the NSI SDR, hosted data enclaves extend this approach to information management and safeguarding practices by ensuring a separation of data across participating agencies.
  25. Need to know. “Need to know” means, as a result of jurisdictional, organizational, or operational necessities, access to sensitive information or intelligence is necessary for an individual to have in order to conduct his or her official duties as part of an organization, and the individual has a right to know the information in order to perform or assist in a law enforcement, homeland security, or counterterrorism activity or other lawful and authorized government activity, such as to further an investigation or meet another law enforcement requirement.
  26. Originating Agency. “Originating Agency” means the agency or organizational entity that documents information, including source agencies that document Suspicious Activity Report (“SAR”) (and, when authorized, Information Sharing Environment–SAR (“ISE-SAR”)) information that is collected by a fusion center.
  27. Participating agency. “Participating Agency” means an agency of local, county, State, Federal, or other governmental unit which exercises law enforcement or criminal investigation authority and which is authorized to submit and receive criminal intelligence information through an interjurisdictional intelligence system.

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28. Personally identifiable information. “Personally identifiable information” (“PII”) means any information that can be used to distinguish or trace an individual’s identity, either alone or when combined with other information that is linked or linkable to a specific individual.”<sup>11</sup>
29. Personal Information. “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 or redacted:
- a. Social security number;
  - b. Driver's license number or state identification card number;
  - c. Account number, credit card number or debit card number, if circumstances exist wherein such a number could be used without additional identifying information, access codes or passwords;
  - d. Account passwords or personal identification numbers or other access codes; or
  - e. Any of the data elements contained in paragraphs A to D when not in connection with the individual's first name, or first initial, and last name, if the information if compromised would be sufficient to permit a person to fraudulently assume or attempt to assume the identity of the person whose information was compromised.

"Personal information" does not include information from third-party claims databases maintained by property and casualty insurers or publicly available information that is lawfully made available to the general public from federal, state or local government records or widely distributed media. *See* Title 10 MRS § 1347(6).

30. Preoperational Planning. As defined in Information Sharing Environment–Suspicious Activity Report (“ISE-SAR”) Functional Standard 1.5.5, “preoperational planning” means activities associated with a known or particular planned criminal operation or with terrorist operations generally.
31. Protected information. “Protected information” means personally identifiable information about individuals that is subject to information privacy and/or other legal protections under the Constitution and the laws of the United States.
- a. Protected information may include information about individuals and organizations that is subject to information privacy or other legal protections by law, including the U.S. Constitution; applicable federal statutes (such as civil rights laws) and regulations,

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<sup>11</sup> For further information about the breadth of PII and how to perform an assessment of the specific risk that an individual can be identified using the information, *see* Revision of Office of Management and Budget Circular A-130: Managing Information as a Strategic Resource, July 2016, <https://obamawhitehouse.archives.gov/sites/default/files/omb/assets/OMB/circulars/a130/a130revised.pdf>.



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- including, but not limited to, 28 CFR Part 23; applicable state and tribal constitutions; and applicable state, local, tribal, and territorial laws, ordinances, and codes.
- b. Protection may be extended to individuals and organizations by federal or Maine law or executive order, or the terms of this policy.
32. Public record. “Public record” means “any written, printed or graphic matter or any mechanical or electronic data compilation from which information can be obtained, directly or after translation into a form susceptible of visual or aural comprehension, that is in the possession or custody of an agency or public official of this State or any of its political subdivisions, or is in the possession or custody of an association, the membership of which is composed exclusively of one or more of any of these entities, and has been received or prepared for use in connection with the transaction of public or governmental business or contains information relating to the transaction of public or governmental business,” except as provided in the Maine Freedom of Access Act. *See* 1 M.R.S. § 402(3) & (3-A).
33. Purge. “Purge” means the act of rendering information unrecoverable in a storage space or to destroying information in a manner that it cannot be reconstituted.
- a. There are many different strategies and techniques for information purging, which is often contrasted with information deletion (e.g., made inaccessible except to system administrators or other privileged users.)
34. Reasonably indicative. “Reasonably indicative” means an operational concept for documenting and sharing observed suspicious activity that takes into account:
- a. The circumstances in which the observation of the activity is made that would cause a reasonable observer to be able to articulate a concern that the activity may indicate preoperational planning associated with terrorism or other criminal activity; and
- b. The training and experience of the observer, including what, if any, training and experience the observer has as a law enforcement officer.
35. Right to Know. “Right to know” means a requirement for access to specific information to perform or assist in a lawful and authorized governmental function.
- a. Right to know is determined by the mission and functions of a law enforcement, homeland security, counterterrorism, or other lawful and authorized government activity, or the roles and

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responsibilities of particular personnel in the course of their official duties.

36. Regional Information Sharing Systems. Regional Information Sharing Systems (“RISS”) means a national program of regionally-oriented services designed to enhance the ability of governmental criminal justice agencies to identify, target, and remove criminal conspiracies and activities spanning multi-jurisdictional, multi-State, and sometimes international boundaries; facilitate rapid exchange and sharing of information among the agencies pertaining to known or suspected criminals or criminal activity; and enhance coordination and communication among agencies that are in pursuit of criminal conspiracies determined to be inter-jurisdictional in nature.
- a. A MIAC ITS is not a RISS-maintained and -administered systems.
37. Source agency/organization. Defined in the Information Sharing Environment–Suspicious Activity Report (“ISE-SAR”) Functional Standard 1.5.5, “source agency/organization” means the agency or organization that originates a SAR (examples include a local police department, a private security firm handling security for a power plant, and a security force at a military installation).
- a. The source agency/organization originating a particular SAR will **always** be the source agency/organization for that particular SAR.
38. Submitting Agency/Organization. “Submitting Agency/Organization” means the organization that actuates the push of the Information Sharing Environment–Suspicious Activity Report (“ISE-SAR”) to the Nationwide SAR Initiative (“NSI”) community. The submitting organization and the source organization may be the same.
39. Suspicious Activity Report process. “Suspicious Activity Report process” (“SAR process”) means the acquisition of information regarding behaviors and incidents related to crime and establishing a process to share that information to detect and prevent criminal activity, including, but not limited to, crime associated with terrorism.
40. Suspicious activity. “Suspicious activity” means observed behavior reasonably indicative of pre-operational planning associated with terrorism or other criminal activity.
41. Suspicious Activity Report information. “Suspicious Activity Report information” (“SAR information”) means official documentation of observed behavior reasonably indicative of preoperational planning associated with terrorism or other criminal activity.
- a. SARs are a subset of tips and leads information.
- b. SAR information offers a standardized means for populating information repositories or data analysis tools.

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- c. Patterns identified during SAR information analysis may be investigated in coordination with the reporting agency and, if applicable, the MIAC.
42. Terrorism information. Consistent with Section 1016(a)(4) of the Intelligence Reform and Terrorism Prevention Act of 2004 (IRTPA), “terrorism information” means all information relating to:
- a. The existence, organization, capabilities, plans, intentions, vulnerabilities, means of finance or material support, or activities of foreign or international terrorist groups or individuals or of domestic groups or individuals involved in transnational terrorism;
  - b. Threats posed by such groups or individuals to the United States, United States persons, or United States interests or to those interests of other nations;
  - c. Communications of or by such groups or individuals; or
  - d. Other groups or individuals reasonably believed to be assisting or associated with such groups or individuals.
43. Terrorism-related information. In accordance with the Intelligence Reform and Terrorism Prevention Act of 2004 (IRTPA), as amended by the 9/11 Commission Act (August 3, 2007, P.L. 110-53), the Information Sharing Environment (“ISE”) facilitates the sharing of terrorism and homeland security information, as defined in IRTPA Section 1016(a)(5) and the Homeland Security Act 892(f)(1) (6 U.S.C. § 482(f)(1)). *See also* Information Sharing Environment Implementation Plan (November 2006) and Presidential Guidelines 2 and 3. Such additional information may include intelligence information.
44. Tips and leads information. “Tips and leads information” means generally uncorroborated reports or information generated from inside or outside a law enforcement agency that allege or indicate some form of possible criminal activity.
- a. Tips and leads information shall be maintained by the MIAC in a secure system, similar to information that rises to the level of reasonable suspicion.
  - b. A tip or lead can come from a variety of sources, including, but not limited to, the public, field interview reports, and anonymous or confidential sources.
  - c. Such information may be based on mere suspicion or on a level of suspicion that is less than “reasonable suspicion” and, without further information or analysis, it is unknown whether the information is accurate or useful.
45. Users. “Users” means personnel from an external agency who are authorized to access, receive, and use MIAC information and intelligence databases for lawful purposes. Users are subject to the terms of use stated

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on the MIAC Law Enforcement Secure Portal. For the purposes of this policy, “user” is the singular form of “users.”

46. Validated Information. “Validated Information” means a tip or lead (including a Suspicious Activity Report) that has been reviewed and, when appropriate, combined with other information or further vetted and is determined to warrant additional action, such as investigation or dissemination, and/or maintenance as per the applicable record retention policy.

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## Appendix C

### Fair Information Practice Principles

Fair Information Practice Principles (FIPPs) are a set of internationally recognized principles that inform information privacy policies within both government and the private sector.

Although specific articulations of the FIPPs vary and have evolved since their genesis in the 1970s, core elements are consistent among nations, states, and economic sectors. These core elements are incorporated into data privacy laws, policies, and governance documents around the world. For example, the core elements of the FIPPs can be found:

1. At the heart of the Privacy Act of 1974, which applies these principles to U.S. federal agencies.<sup>12</sup>
2. Mirrored in many states' laws and in fusion centers' privacy policies.
3. In the ISO/IEC 29100 Privacy Framework, which has been adopted by numerous foreign countries and international organizations.

The following formulation of the FIPPs is used and implemented for the Information Sharing Environment (ISE) by the U.S. Department of Homeland Security (DHS).<sup>13</sup> Note, however, that under certain circumstances, the FIPPs may be superseded by authorities paralleling those provided in the federal Privacy Act; state, local, tribal, or territorial law; or center policy.

- A. Purpose Specification**—Agencies should specifically articulate the authority that permits the collection of PII. The purpose(s) for which PII is collected should be specified at the time of data collection. Subsequent use of this data should be limited to the original purpose for which the PII was collected (or other purposes *compatible* with the original collection purpose).

*Implementing the Purpose Specification Principle*—Agencies are bound by specific constitutional and statutory authorities that circumscribe their ability to collect PII. The following are examples of ways agencies may implement this principle:

1. Ensure that a valid lawful purpose exists and is documented for all collection of PII.
2. Include the source and authority for the data so that access restrictions can be applied.
3. Upon receipt of data containing PII from third parties, if possible, identify the purpose for which it was collected initially and limit agency use to only those uses compatible with the original purpose supporting collection.
4. Ensure that metadata or other tags are associated with the data as it is shared.

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<sup>12</sup> 5 U.S.C. § 552a.

<sup>13</sup> 6 U.S.C. § 142.

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5. Institute a two-individual review and approval process to consider any Privacy Act or other legal or policy limitation before permitting use or sharing of data for purposes other than that for which it was collected.

**B. Data Quality/Integrity**—PII collected should be relevant to the purposes identified for its use and should be accurate, complete, and up to date.

*Implementing the Data Quality/Integrity Principle*—One important way to minimize potential downstream P/CRCL concerns is to ensure that any information collected, stored, and disseminated is accurate. This includes ensuring that the information provides sufficient context for any PII. Possible approaches include:

1. Properly labeling PII.
2. Determining a policy for safeguarding PII if there are “mixed” databases (i.e., those databases with PII on U.S. individuals and others, regardless of nationality).
3. Instituting a source verification procedure to ensure reporting is based only on authorized data.
4. Reconciling and updating PII whenever new relevant information is collected.
5. Developing a protocol for ensuring data corrections are passed to those entities with which information has been shared.
6. Creating a documented process for identifying and addressing situations in which data has been erroneously received, is inaccurate or has been expunged.

**C. Collection Limitation/Data Minimization**—PII should be collected only if the data is directly relevant and necessary to accomplish the specified purpose. PII should be obtained by lawful and fair means and retained only as long as is necessary to fulfill the specified purpose.

*Implementing the Collection Limitation/Data Minimization Principle*—Collection limitation may be implemented by:

1. Designing a data storage system to pull data for review and then, if appropriate, automatically purging data after the specified retention period has been reached.
2. Limiting data field elements to only those that are relevant.
3. Ensuring that all distributed reports and products contain only that PII that is relevant and necessary (nothing extraneous or superfluous).
4. Ensuring that all shared information with PII meets required thresholds for sharing, such as reasonable suspicion.

**D. Use Limitation**—PII should not be disclosed, made available, or otherwise used for purposes other than those specified except (a) with the consent of the individual or (b) by the authority of law.

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*Implementing the Use Limitation Principle*—Sharing information should be tempered by adherence to key principles such as “authorized access.” Use limitation may be implemented by:

1. Limiting users of data to those with credential-based access.
2. Requiring that justifications be entered and logs maintained for all queries with sensitive PII and that an internal review process of those logs takes place at specified intervals.
3. Requiring senior analysts to review all reports that use PII before dissemination to ensure (a) that PII is relevant and necessary and (b) that the recipient is authorized to receive the information in the performance of an authorized activity.
4. Prior to sharing information, verify that partners have a lawful purpose for requesting information.
5. Creating multiple use-based distribution lists and restricting distribution to those authorized to receive the information.

- E. Security/Safeguards**—Agencies should institute reasonable security safeguards to protect PII against loss, unauthorized access, destruction, misuse, modification, or disclosure.

*Implementing the Security/Safeguards Principle*—This principle can be implemented by:

1. Maintaining up-to-date technology for network security.
2. Ensuring that access to data systems requires that users meet certain training and/or vetting standards and that such access is documented and auditable.
3. Ensuring that physical security measures are in place, such as requiring an identification card, credentials, and/or passcode for data access; disabling computers’ USB ports; and implementing firewalls to prevent access to commercial e-mail or messaging services.
4. Implementing a protocol with technical and manual safeguards to ensure the accuracy and completeness of data system purges when records are deleted at the end of their retention period.
5. Ensuring that data system purge protocols include complete record deletion on all backup systems.
6. Transitioning older repositories into more modern systems to improve access controls.
7. Masking data so that it is viewable only to authorized users.
8. Maintaining an audit log to record when information is accessed and by whom for review by senior staff at specified intervals.
9. Requiring authorized users to sign nondisclosure agreements.

- F. Accountability/Audit**—Agency personnel and contractors are accountable for complying with measures implementing the FIPPs, for providing training to all employees and contractors who use PII, and for auditing the actual use and storage of PII.

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*Implementing the Accountability/Audit Principle*—Strong policies must not only be in place but also be effectively implemented. Accountability can be demonstrated by:

1. Ensuring that upon entry for duty, all staff take an oath to adhere to the privacy and civil liberties protections articulated in the center’s or host agency’s mission, core values statements, other key documents, and/or the U.S. Constitution.
2. Conducting effective orientation and periodic refresher training, including P/CRCL protections, for all individuals handling PII.
3. Tailoring training to specific job functions, database access, or data source/storage requirements.
4. Conducting regular audits of all systems in which records are kept to ensure compliance with the P/CRCL policies and all legal requirements.
5. Following a privacy incident handling procedure for any data breaches or policy violations.
6. Denying database access to individuals until they have completed mandatory systems access training (including training for handling of PII), show a mission need for access, and have any necessary clearances.
7. Developing targeted and consistent corrective actions whenever noncompliance is found.

- G. Openness/Transparency**—To the extent feasible, agencies should be open about developments, practices, and policies with respect to the collection, use, dissemination, and maintenance of PII. Agencies should publish information about policies in this area, including the P/CRCL policy, and contact information for data corrections and complaints.

*Implementing the Openness/Transparency Principle*—Agencies can implement the Openness/Transparency principle by:

1. Providing reports to an internal or external oversight body concerned with P/CRCL issues, including P/CRCL audit results.
2. Publishing the P/CRCL policy and redress procedures.
3. Meeting with community groups through initiatives or through other opportunities to explain the agency’s mission and P/CRCL protections.
4. Responding in the fullest way possible to freedom of information and/or sunshine requests and fully explaining any denial of information requests from the public.
5. Conducting and publishing Privacy Impact Assessments (PIAs) in advance of implementing any new technologies that affect PII, thereby demonstrating that P/CRCL issues have been considered and addressed.

- H. Individual Participation**—To the extent practicable, involve the individual in the process of using PII and seek individual consent for the collection, use,

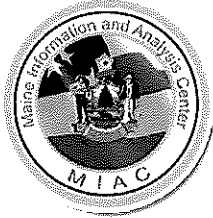


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dissemination, and maintenance of PII. Agencies should also provide mechanisms for appropriate access, correction, and redress regarding the agency's use of PII.

*Implementing the Individual Participation Principle*—To the extent appropriate, agencies can implement the Individual Participation principle by:

1. Collecting information directly from the individual, to the extent possible and practical.
2. Providing the individual with the ability to find out whether an agency maintains a record relating to him or her and, if not (i.e., access and/or correction is denied), then providing the individual with notice as to why the denial was made and how to challenge such a denial.
3. Putting in place a mechanism by which an individual is able to prevent information about him or her that was obtained for one purpose from being used for other purposes without his or her knowledge.



**MAINE STATE POLICE  
MAINE INFORMATION & ANALYSIS CENTER**

**2019 Privacy Audit Report**

**28 October 2019**

## INTRODUCTION

This report accounts for the privacy audit that was conducted by a Maine Information & Analysis (“MIAC”) audit team (“Team”) on 10 and 12 September 2019. The members of the Team were LT Michael Johnston, MIAC Director; SGT Mathew Casavant, MIAC Compliance Officer; and Christopher Parr, MIAC Privacy Officer. The period the audit covered was 01 March 2019 through 01 September 2019. The audit is conducted pursuant to the MIAC Privacy Policy, specifically Part X(3)(B).

## GENERAL AUDIT PROCESS

To conduct the audit, the Team:

1. Identified the timeframe for which the audit would account;
2. Determined that a random sample of 3% of the total MIAC Activity Report entries during the timeframe identified would be evaluated, as well as all ISE-SARs that were entered into the Federal eGuardian system during that timeframe;
3. Used the “Research Randomizer” website ([www.randomizer.org](http://www.randomizer.org)) to determine which Activity Report entries would be evaluated and ensure that the sample was randomized;
4. After reviewing the Department of Homeland Security *Privacy, Civil Rights, and Civil Liberties (P/CRCL) Audit Guidance for the State, Local, Tribal, and Territorial Intelligence Component (Audit Guidance)*<sup>1</sup> product for guidance, we prepared and used a MIAC-designed evaluation form to assess each Activity Report entry to be evaluated;
5. Over the course of two days, reviewed and discussed each Activity Report entry that was evaluated, using the evaluation form to guide the Team’s work.

COMMENTS: The process the Team designed and followed worked very well overall. As the audit occurred, the Team determined that some questions on the evaluation form might be reworded for future audits to account for certain presumptions that generally guided the Team in its work. Those presumptions included, as examples:

- That, generally, records that are the subject of such audits are commonly understood to be for law enforcement (“LE”) only;

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<sup>1</sup> “The *Privacy, Civil Rights, and Civil Liberties (P/CRCL) Audit Guidance for the State, Local, Tribal, and Territorial Intelligence Component (Audit Guidance)* is designed to help state, local, tribal, and territorial (SLTT) agencies, including state and major urban area fusion centers, conduct a privacy, civil rights, and civil liberties (P/CRCL) audit of records within the agency’s intelligence component. A P/CRCL audit will support agency leadership in ensuring the protection of community members’ privacy, civil rights, and civil liberties in the agency’ intelligence-related activities, including intelligence collection, analysis, and dissemination.”

- That, generally, records that are the subject of such audits are typically confidential/nonpublic by law, and that their dissemination is therefore restricted by law;
- That conclusions stated or asserted in records prepared by a LE agency (“LEA”) are presumed to be factually based;
- That, currently, no records subject to such audits that are maintained in MIAC-administered systems are required by law to be purged;
- That certain databases in which records are maintained or through which records are disseminated are accessible only by authorized LEAs and LE officers (“LEOs”);
- That the MIAC Compliance Officer reviews and approves each Activity Report entry on a weekly – if not daily – basis, and that all bulletins are peer-reviewed before their dissemination.

One way the Team determined that future audits ought to be conducted in a more timely and efficient manner would be to conduct them more than once per year – ideally, every four (4) months – if possible.

#### **KEY FINDINGS**

1. The audit found no evidence of nonconformance by the MIAC with the Center’s Privacy Policy, revised 20 March 2019.
2. The audit process itself benefitted from and was informed by discussions that occurred not only during the record evaluation process, but during the development of this audit report as well. Such discussions should be made part of the process when conducting future MIAC privacy audits, at least until the audit process is more defined. In relation to that, having two stages of audit findings – a “preliminary findings” stage and a “final findings” stage – would strengthen the audit process, at least as the process continues to be developed.
3. As reflected in part in the evaluation forms related to them (*see attached*), two records (2019-1335 and ME-FCU-0000-2019-00005) were the subject of discussion not only during the Team’s record evaluation process, but also in discussions that occurred in the development of this report. This is because the records related to incidents that, while not criminal in nature, were suspicious, and thus, to some extent, a “judgment call” needed to be made in the decisions to disseminate the records. Ultimately, the Team finds that the dissemination of those records was justified, given the potential risks to public safety that were involved and the fact that a limited audience (namely, law enforcement) was to be the recipients of the records.

#### **PRE-PRIVACY AUDIT DUE DILIGENCE REVIEW**

To add another level of review to the MIAC’s work and processes, LT Joseph Villers and Deputy Director Deidre Boulter of the New Hampshire Information & Analysis Center visited the MIAC on 29 August 2019 to conduct a general review of MIAC’s operations and

procedures. The following excerpts are from an explanation and summary of that visit was composed by MIAC Director LT Michael Johnston:

It was their opinion that MIAC's current operations, policies and procedures are in good shape with no issues or concerns. Many of our operations and procedures are either like or the same as New Hampshire's particularly as it relates to data retention. As part of this review we showed them not only the procedure but how they are applied practically with actual case examples.

The goal [of the review was] to have member(s) of the New Hampshire Information and Analyst Center review MIAC's operations and procedures to determine if they are generally compliant with MIAC's privacy policy in addition to nationally recognized guidelines and practices and to identify any perceived areas of noncompliance and possible corrective actions and or suggested guidance. **The purpose [was] not to conduct a full professional and technical audit based on standards identified in the Generally Accepted Government Auditing Standards or other professional standards.**

The review specifically included the following;

- Review situational awareness product(s)
- Review of analytical products
- Review of the use of MIAC's activity report
- Review of the use of MIAC's Netsential Portal/Website
- Review of the practices and procedures surrounding the use of open source monitoring and research for analysis and case support
- Review of the intake and processing of requests for information and analytical support
- Review the intake and review process for suspicious activity reporting and E-Guardian entries
- Review of information sharing practices with federal, State, county and local law enforcement agencies.
- Responses to Requests for Information (RFIs).
- Physical inspection of MIAC's work area and systems as needed

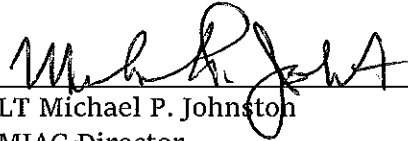
#### **ATTACHMENTS**

- Individual evaluation forms accounting for the Team's work during the privacy audit.

**AUDIT TEAM SIGNATURES**

11/12/2019

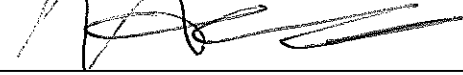
DATE



LT Michael P. Johnston  
MIAC Director

11-14-2019

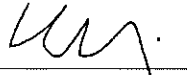
DATE



SGT Mathew R. Casavant  
MIAC Compliance Officer

11/4/2019

DATE



Christopher Parr  
MIAC Privacy Officer

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID: 2019-0606	BRIEF DESCRIPTION: CASH REGISTER RECOVERY BULLETIN
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?		X	X
9 A. If so, was the RECORD amended or rescinded as a result?			X
10 Are conclusions stated or asserted in the RECORD factually-based?	X		
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audiences for whom the RECORD is intended?	X		
13 Does the RECORD state whether the RECORD may be further disseminated?	X		

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?				X
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. If so, were those descriptors appropriate to include, given the information being provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		X
18	Is the RECORD neutral in its use of religious terminology? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly tailored to achieve that purpose?				X
19	Is the RECORD neutral in its discussion of religion? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly tailored to achieve that purpose?				X
20	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly tailored to achieve that purpose?		X		X
21	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly tailored to achieve that purpose?				X
NOTES/COMMENTS					

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

RECORD ID #: 2019-0700 DATE DESCRIPTION: 01 March 2019 - 01 Sept. 2019  
 DRUG SEIZURE REPORT

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	X		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8	Does the RECORD contain personally identifying information ("PII")?	X		
	A. If so, was the inclusion of the PII necessary?	X		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
10	Are conclusions stated or asserted in the RECORD factually-based?	X		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12	Does the RECORD identify the audience for whom the RECORD is intended?		X	
13	Does the RECORD state whether the RECORD may be further disseminated?		X	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?				X
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?		X		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
19	Is the RECORD neutral in its use of religious terminology?				X
20	Is the RECORD neutral in its discussion of religion?				X
21	Does the RECORD relate to First Amendment-protected activity?			X	
	A. If so, was there a compelling reason to create the RECORD?				X
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X

NOTES/COMMENTS



MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID#:	2019-0752	REF# DESCRIPTION:	JAIL BOOKING REPORT/FORM
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#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	X		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8	Does the RECORD contain personally identifying information ("PII")?	X		
	A. If so, was the inclusion of the PII necessary?	X		
9	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
10	Are conclusions stated or asserted in the RECORD factually-based?	X		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12	Does the RECORD identify the audience for whom the RECORD is intended?		X	
13	Does the RECORD state whether the RECORD may be further disseminated?		X	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	X		
19	Is the RECORD neutral in its use of religious terminology?	X		
20	Is the RECORD neutral in its discussion of religion?	X		
21	Does the RECORD relate to First Amendment-protected activity?		X	
	A. If so, was there a compelling reason to create the RECORD?			X
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

NOTES/COMMENTS

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #:	2019-0767	SHEP DESCRIPTION:	RUSS-SAFE DECONFLICTION REPORT
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?		X	X
9 A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based?			X
10 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?		X	
12 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			X
17 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X	X
18 Is the RECORD neutral in its use of religious terminology?			X
19 Is the RECORD neutral in its discussion of religion?			X
20 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?		X	X

NOTES/COMMENTS

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

RECORD ID #: 2019-0769  
 01 March 2019 - 01 Sept. 2019  
 PROJECT DESCRIPTION: WATCH\_DUTY ENTRY

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDS prior to their dissemination?			X
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?			X
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?			X
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?			X
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			X
9 When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result?			X
10 Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?			X
11 Does the RECORD identify the audience for whom the RECORD is intended?			X
12 Does the RECORD state whether the RECORD may be further disseminated?			X

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?				X
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?				X
18	Is the RECORD neutral in its use of religious terminology? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X
19	Is the RECORD neutral in its use of religious terminology?				X
20	Is the RECORD neutral in its discussion of religion?				X
21	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X

NOTES/COMMENTS

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

RECORD ID #: 2019-0795      01 March 2019 - 01 Sept. 2019  
 BRIEF DESCRIPTION: CASE ANALYSIS RE: DRUG OVERDOSE FOR LE      USE: NA

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDS prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?		X	
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?		X	X
9 A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?			X
10 Does the RECORD identify the audience for whom the RECORD is intended?	X		
11 Does the RECORD state whether the RECORD may be further disseminated?		X	
12 Does the RECORD state whether the RECORD should be disregarded or otherwise purged?			X
13 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates? Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions? C. Is the RECORD neutral in its use of religious terminology? D. Is the RECORD neutral in its discussion of religion? Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?		X	X

NOTES/COMMENTS

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #: 2019-0819	SHEP DESCRIPTION: JAIL BOOKING FORM (DRUG ARREST)
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDS prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?	X		
9 A. If so, was the RECORD amended or rescinded as a result? Are conclusions stated or asserted in the RECORD factually-based?	X		X
10 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?		X	
12 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
17 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
18 Is the RECORD neutral in its use of religious terminology?		X		
19 Is the RECORD neutral in its discussion of religion?		X		
20 Does the RECORD relate to First Amendment-protected activity?			X	
A. If so, was there a compelling reason to create the RECORD?				X
B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X

NOTES/COMMENTS

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #: 2019-0588	BRIEF DESCRIPTION: ANALYTICAL PRODUCT RE: GANGS
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDS prior to their dissemination?			X
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?		X	
9 A. If so, was the RECORD amended or rescinded as a result?			X
10 Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?			X
11 Does the RECORD identify the audience for whom the RECORD is intended?			X
12 Does the RECORD state whether the RECORD may be further disseminated?			X

14 If necessary, does the RECORD state what the RECORD should be disregarded or otherwise purged?			X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?			X
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X	
18 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?			X
19 Is the RECORD neutral in its use of religious terminology?			X
20 Is the RECORD neutral in its discussion of religion?			X
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?		X	X

NOTES/COMMENTS

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

RECORD ID: 2019-051	DATE: 01 March 2019 - 01 Sept. 2019
DEPT DESCRIPTION: OUT-OF-STATE WEEKLY REPORT	

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary?	X		
9 B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result?		X	
10 Are conclusions stated or asserted in the RECORD factually-based? If there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?	X		
12 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be declassified or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. If so, were those descriptors appropriate to include, given the information being provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
18 Is the RECORD neutral in its use of religious terminology? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
19 Is the RECORD neutral in its discussion of religion? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
20 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
<b>NOTES/COMMENTS</b>				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #:	2019-578	BRIEF DESCRIPTION:	Information documented in record
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#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	X		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?			X
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?			X
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?			X
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8	Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?	X		
9	A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?			X
10	Does the RECORD identify the audience for whom the RECORD is intended?			X
11	Does the RECORD state whether the RECORD may be further disseminated?			X

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?				X
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?				X
18	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. If so, were those descriptors appropriate to include, given the information being provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?				X
19	Is the RECORD neutral in its use of religious terminology?				X
20	Is the RECORD neutral in its discussion of religion?				X
21	Does the RECORD relate to First Amendment-protected activity?				X
22	A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X
<b>NOTES/COMMENTS</b>					



MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

RECORD ID #:	2019-924	BRIEF DESCRIPTION:	Background information/pre-employment research
		01 March 2019 - 01 Sept. 2019	

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?			X
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?			X
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?		X	
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?		X	
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?	X		
9 A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		X
10 Does the RECORD identify the audience for whom the RECORD is intended?	X		
11 Does the RECORD state whether the RECORD may be further disseminated?	X		

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?					X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?					X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?					X
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			X		
18	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?			X		
19	Is the RECORD neutral in its use of religious terminology?					X
20	Is the RECORD neutral in its discussion of religion?					X
21	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X	X
<b>NOTES/COMMENTS</b>						
RE: 1: The MIAC has been tasked with conducting some pre-employment background research regarding MSP applicants. RE: 3, 4: The record is a pre-employment/background check record. RE: 13: Waiver included in the record limits the use of the record/sets forth the parameters of the use of the record.						

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

Intelligence disseminated re: File 13

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?	X		
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?	X		
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")?	X		
A. If so, was the inclusion of the PII necessary?	X		
B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9 When it was originally reviewed, was the RECORD found to include erroneous data?		X	
A. If so, was the RECORD amended or rescinded as a result?			X
10 Are conclusions stated or asserted in the RECORD factually-based?	X		
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audience for whom the RECORD is intended?	X		
13 Does the RECORD state whether the RECORD may be further disseminated?		X	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?					X
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	X			
19	Is the RECORD neutral in its use of religious terminology?				X
20	Is the RECORD neutral in its discussion of religion?				X
21	Does the RECORD relate to First Amendment-protected activity?		X		
A. If so, was there a compelling reason to create the RECORD?					X
B. If so, was the RECORD narrowly-tailored to achieve that purpose?					X
<b>NOTES/COMMENTS</b>					
RE: S. The record was a METRO-related product.					

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID: #	2019-040	BRIEF DESCRIPTION:	Troop Weekly Report
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QUESTION	YES	NO	N/A
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?		X	
9 A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		X
10 Does the RECORD identify the audience for whom the RECORD is intended?	X		
11 Does the RECORD state whether the RECORD may be further disseminated?		X	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			X	
18	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		X
19	Is the RECORD neutral in its use of religious terminology?				X
20	Is the RECORD neutral in its discussion of religion?				X
21	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
<b>NOTES/COMMENTS</b>					

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID: #	2019-1064	BRIEF DESCRIPTION:	Information sharing re: arrest
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?	X		
9 A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination? Does the RECORD identify the audience for whom the RECORD is intended?	X		X
10 Does the RECORD state whether the RECORD may be further disseminated?		X	

14	If necessary, does the RECORD state when the RECORD should be declassified or otherwise purged?				X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X			
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X			
18	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	X			
19	Is the RECORD neutral in its use of religious terminology?				X
20	Is the RECORD neutral in its discussion of religion?				X
21	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?		X		X
NOTES/COMMENTS					

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID#	2019-1068	DESCRIPTION	Open-source research/urgent assessment
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QUESTION	YES	NO	N/A
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?			X
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?			X
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?		X	
9 A. If so, was the RECORD amended or rescinded as a result? 10 Are conclusions stated or asserted in the RECORD factually-based? 11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination? 12 Does the RECORD identify the audience for whom the RECORD is intended?	X		
13 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
17 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? 18 Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?			X	
19 Is the RECORD neutral in its use of religious terminology? 20 Is the RECORD neutral in its discussion of religion? 21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
<b>NOTES/COMMENTS</b>				
The record documents Westboro Baptist Church research that was conducted at the request of the Portland PD; RE: 3; 4: The record documents open-source research; RE: 15: There was discussion about whether a notice should have been included in the record regarding the fact that lawful protests are First Amendment-protected activity.				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID: 2019-1117	BRIEF DESCRIPTION: XFI: cold case homicide
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?		X	
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?	X X		
9 A. If so, was the RECORD amended or rescinded as a result? 10 Are conclusions stated or asserted in the RECORD factually-based? 11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination? 12 Does the RECORD identify the audience for whom the RECORD is intended? 13 Does the RECORD state whether the RECORD may be further disseminated?		X X X X	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
18	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
19	Is the RECORD neutral in its use of religious terminology?				X
20	Is the RECORD neutral in its discussion of religion?				X
21	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
<b>NOTES/COMMENTS</b>					

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

RECORD ID: 2019-1132      01 March 2019 - 01 Sept. 2019  
 BRIEF DESCRIPTION: Open source/Google alert

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?		X	X
9 A. If so, was the RECORD amended or rescinded as a result?			X
10 Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?	X		
12 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
18 objective facts, and not on stereotypes, generalizations, or assumptions?		X		
19 Is the RECORD neutral in its use of religious terminology?				X
20 Is the RECORD neutral in its discussion of religion?				X
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
<b>NOTES/COMMENTS</b>				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

on March 2019 - 01 Sept. 2019

RECORD ID: #	2019-1153	BRIEF DESCRIPTION:	MA information forwarded by MIAC to LEAs
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")?	X		
A. If so, was the inclusion of the PII necessary?	X		
B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9 When it was originally reviewed, was the RECORD found to include erroneous data?		X	
A. If so, was the RECORD amended or rescinded as a result?			X
10 Are conclusions stated or asserted in the RECORD factually-based?	X		
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audience for whom the RECORD is intended?	X		
13 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?		X		
18 Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
19 Is the RECORD neutral in its use of religious terminology?				X
20 Is the RECORD neutral in its discussion of religion?				X
21 Does the RECORD relate to First Amendment-protected activity?			X	
A. If so, was there a compelling reason to create the RECORD?				X
B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X
<b>NOTES/COMMENTS</b>				



MADE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT  
 RECORD EVALUATION FORM

RECORD ID #: 2019-1209	BRIEF DESCRIPTION: Situational awareness record re: social media posting
01 March 2019 - 01 Sept. 2019	

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?		X	
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?			X
9 A. If so, was the RECORD amended or rescinded as a result? Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		X
10 Does the RECORD identify the audience for whom the RECORD is intended?	X		
11 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			X	X
17 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. If the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		X
18 A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
<b>NOTES/COMMENTS</b>				
RE: 15: The record was forwarded to MIAC as a matter of situational awareness.				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT  
 RECORD EVALUATION FORM

RECORD ID #: 2019-1257 01 March 2019 - 01 Sept. 2019  
 BREEZ DESCRIPTION Portland PD tip line-based product

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	X		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8	Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?	X X		
9	A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X X		X
10	Does the RECORD identify the audience for whom the RECORD is intended?		X	
11	Does the RECORD state whether the RECORD may be further disseminated?		X	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?		X		
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			X	
18	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
19	Is the RECORD neutral in its use of religious terminology?				X
20	Is the RECORD neutral in its discussion of religion?				X
21	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?		X		
<b>NOTES/COMMENTS</b>					
RE: 15, 21: The record was regarding an Instagram post that could have been/be criminal activity.					

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT  
 RECORD EVALUATION FORM

RECORD ID #: 2019-274      01 March 2019 - 01 Sept. 2019  
 WEEKLY TROOP REPORT

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	X		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8	Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?		X	
9	A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		X
10	Does the RECORD identify the audience for whom the RECORD is intended?	X		
11	Does the RECORD state whether the RECORD may be further disseminated?		X	

14	If necessary, does the RECORD state when the RECORD should be declassified or otherwise purged?			X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
17	Individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X	X
18	Is the RECORD neutral in its use of religious terminology? Is the RECORD neutral in its discussion of religion?			X
19	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X
20				X
21				X
22				X
23				X
24				X
25				X
26				X
27				X
28				X
29				X
30				X
31				X
32				X
33				X
34				X
35				X
36				X
37				X
38				X
39				X
40				X
41				X
42				X
43				X
44				X
45				X
46				X
47				X
48				X
49				X
50				X
51				X
52				X
53				X
54				X
55				X
56				X
57				X
58				X
59				X
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62				X
63				X
64				X
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68				X
69				X
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71				X
72				X
73				X
74				X
75				X
76				X
77				X
78				X
79				X
80				X
81				X
82				X
83				X
84				X
85				X
86				X
87				X
88				X
89				X
90				X
91				X
92				X
93				X
94				X
95				X
96				X
97				X
98				X
99				X
100				X

NOTES/COMMENTS

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

RECORD ID: #	2019-11276	01 March 2019 - 01 Sept. 2019
BRIEF DESCRIPTION:	Pass-through bulletin re: recovered property	

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?		X	
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")?	X		
A. If so, was the inclusion of the PII necessary?	X		
B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9 When it was originally reviewed, was the RECORD found to include erroneous data?		X	
A. If so, was the RECORD amended or rescinded as a result?			X
10 Are conclusions stated or asserted in the RECORD factually-based?	X		
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audience for whom the RECORD is intended?	X		
13 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be declassified or otherwise purged?					X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?					X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X			
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			X		
A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?					X
18 Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X			
19 Is the RECORD neutral in its use of religious terminology?					X
20 Is the RECORD neutral in its discussion of religion?					X
21 Does the RECORD relate to First Amendment-protected activity?			X		
A. If so, was there a compelling reason to create the RECORD?					X
B. If so, was the RECORD narrowly-tailored to achieve that purpose?					X
<b>NOTES/COMMENTS</b>					

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID#: 2019-1394	BIREF: DESCRIPTION: Social media info/situational awareness
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QUESTION	YES	NO	N/A
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?	X X		
9 A. If so, was the RECORD amended or rescinded as a result? 10 Are conclusions stated or asserted in the RECORD factually-based? 11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination? 12 Does the RECORD identify the audience for whom the RECORD is intended?		X X	
13 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
17 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?			X	
18 Is the RECORD neutral in its use of religious terminology?				X
19 Is the RECORD neutral in its discussion of religion?				X
20 Does the RECORD relate to First Amendment-protected activity?		X		
21 A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?		X X		
NOTES/COMMENTS				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #: 2019-1335	BRIEF DESCRIPTION: Lincoln County SO suspicious activity bulletin
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?	X		
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")?	X		
A. If so, was the inclusion of the PII necessary?	X		
B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9 When it was originally reviewed, was the RECORD found to include erroneous data?		X	
A. If so, was the RECORD amended or rescinded as a result?			X
10 Are conclusions stated or asserted in the RECORD factually-based?	X		
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audience for whom the RECORD is intended?	X		
13 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X	
A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			X
18 Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	X		
19 Is the RECORD neutral in its use of religious terminology?			X
20 Is the RECORD neutral in its discussion of religion?			X
21 Does the RECORD relate to First Amendment-protected activity?			X
A. If so, was there a compelling reason to create the RECORD?			X
B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X
<b>NOTES/COMMENTS</b>			
RE: 15, 21: There was discussion about whether the activity might be First Amendment-protected activity that should have been labeled as such in the record, as well as about whether the record should have been issued. [10.11.2019: For more discussion about this record, see paragraph 3 of the "Findings" section of the Privacy Audit report.]			

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2018 - 01 Sept. 2019

RECORD ID: #	2019-1370	RECORD DESCRIPTION:	RFI from another fusion center
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?			X
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?			X
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?			X
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9 When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result?		X	
10 Are conclusions stated or asserted in the RECORD factually-based?	X		
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audience for whom the RECORD is intended?	X		
13 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?			X	
18 Is the RECORD neutral in its use of religious terminology? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X
19 Is the RECORD neutral in its discussion of religion? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X
20 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
<b>NOTES/COMMENTS</b>				
The record related to a "SEAR2 events" inquiry from another fusion center.				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #: 2019-1408	RECORD DESCRIPTION: Social media video with possible threat
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	X		
9 When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based?		X	
10 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?	X		
12 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?				X
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			X	
18 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
19 Is the RECORD neutral in its use of religious terminology?				X
20 Is the RECORD neutral in its discussion of religion?				X
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?		X		
<b>NOTES/COMMENTS</b>				



MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT  
 RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID.:	2019-1422
BRIEF DESCRIPTION:	Drug seizure report; Information distribution re: drugs

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	X		
9 When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based?		X	
10 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?	X		
12 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
17 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
18 A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
<b>NOTES/COMMENTS</b>				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT  
 RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID: #	2019-1490	REF: DESCRIPTION:	HSIN-SFT from Cleveland, OH
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidences or reliability?			X
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?			X
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?		X	
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?			X
9 A. If so, was the RECORD amended or rescinded as a result? Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?			X
10 Does the RECORD identify the audience for whom the RECORD is intended?	X		
11 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were these descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
17 Is the RECORD neutral in its use of religious terminology? Is the RECORD neutral in its discussion of religion?				X
18 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?		X		
19 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
20 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
22 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
NOTES/COMMENTS				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept 2019

RECORD ID: 2019-1518	BRIEF DESCRIPTION: Bulletin request from Fairfield PD
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#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	X		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8	Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?	X		
9	A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination? Does the RECORD identify the audience for whom the RECORD is intended?	X		
10	Does the RECORD state whether the RECORD may be further disseminated?			X

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X	
18	Is the RECORD neutral in its use of religious terminology? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X
19	Is the RECORD neutral in its discussion of religion? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X
20	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X
21	Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X
<b>NOTES/COMMENTS</b>				
This record related to a request by another law enforcement agency for a bulletin to be issued; the requesting agency, however, did not provide additional information that MIAC requested, and therefore the record/product was incomplete.				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #:	2019-054	BRIEF DESCRIPTION:	Sovereign citizen-related intelligence
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	X		
9 When it was originally reviewed, was the RECORD found to include erroneous data?		X	
10 A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based?	X		X
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audience for whom the RECORD is intended?	X		
13 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?	X			
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X			
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?				X
18 Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	X			
19 Is the RECORD neutral in its use of religious terminology?				X
20 Is the RECORD neutral in its discussion of religion?				X
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?	X			
NOTES/COMMENTS				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

on March 2019 - 01 Sept. 2019

RECORD ID: 2019-1638	DRUG SEIZURE REPORT
RULE DESCRIPTION:	

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?		X	
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	X		
9 When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result?	X		X
10 Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?	X		
12 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
17 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
18 Is the RECORD neutral in its use of religious terminology? Is the RECORD neutral in its discussion of religion?				X
19 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
NOTES/COMMENTS				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - on Sept. 2019

RECORD ID: 2019-1660	BRIEF DESCRIPTION: RE: Orange County CA - Fraud matter
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MEAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?	X X		
9 A. If so, was the RECORD amended or rescinded as a result? Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?		X	X
10 Does the RECORD identify the audience for whom the RECORD is intended?	X		
11 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be disintegrated or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
17 Is the RECORD neutral in its use of religious terminology? Is the RECORD neutral in its discussion of religion? Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
18				X
19				X
20				X
21				X
22				X
23				X
NOTES/COMMENTS				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #:	2019-1674
BRIEF DESCRIPTION:	Social media tip

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	X		
9 When it was originally reviewed, was the RECORD found to include erroneous data?		X	
10 A. If so, was the RECORD amended or rescinded as a result? Are conclusions stated or asserted in the RECORD factually-based?	X		X
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audience for whom the RECORD is intended?		X	
13 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be declassified or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
17 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
18 Is the RECORD neutral in its use of religious terminology?				X
19 Is the RECORD neutral in its discussion of religion?				X
20 Does the RECORD relate to First Amendment-protected activity?			X	
21 A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X
<b>NOTES/COMMENTS</b>				
RE: 12. The record is regarded as a tip. XR: 13. The tip was received and maintained.				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #:	2019-4688	DATE DESCRIPTION:	MDBA REF:
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	X		
9 When it was originally reviewed, was the RECORD found to include erroneous data?		X	
10 A. If so, was the RECORD amended or rescinded as a result? Are conclusions stated or asserted in the RECORD factually-based?		X	X
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audience for whom the RECORD is intended?	X		
13 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
18 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or subjective facts, and not on stereotypes, generalizations, or assumptions?		X		
19 Is the RECORD neutral in its use of religious terminology?				X
20 Is the RECORD neutral in its discussion of religion?				X
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
<b>NOTES/COMMENTS</b>				



MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID: 2019-3728	2019-3728
BRIDGE DESCRIPTION:	Situational awareness information from a South Carolina IEA

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	X
9 When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result? Are conclusions stated or asserted in the RECORD factually-based?		X	X
10 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?	X		
12 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X			
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X			
18 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	X			
19 Is the RECORD neutral in its use of religious terminology?				X
20 Is the RECORD neutral in its discussion of religion?				X
21 Does the RECORD relate to First Amendment-protected activity?			X	
A. If so, was there a compelling reason to create the RECORD?				X
B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X
<b>NOTES, COMMENTS</b>				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - on Sept. 2019

RECORD ID #: 2019-1796	BRIEF DESCRIPTION: Franklin County SO weekly report
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?		X	
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	X
9 When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or recinded as a result?		X	
10 Are conclusions stated or asserted in the RECORD factually-based?	X		
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audience for whom the RECORD is intended?		X	
13 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			X	
18 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
19 Is the RECORD neutral in its use of religious terminology?				X
20 Is the RECORD neutral in its discussion of religion?				X
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
<b>NOTES/COMMENTS</b>				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #:	2019-476a
REQUEST DESCRIPTION:	Request for IFR via HSN

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9 When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result?		X	
10 Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?	X		
12 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "gay rights," etc.) of persons and organizations?	X			
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			X	
18 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
19 Is the RECORD neutral in its use of religious terminology?				X
20 Is the RECORD neutral in its discussion of religion?				X
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
<b>NOTES/COMMENTS</b>				
HSIN is accessible only to approved law enforcement.				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID: #	2019-0799
BRIEF DESCRIPTION:	REF - Sanford PD re: a drug case

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any uses or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result?	X X		
9 Are conclusions stated or asserted in the RECORD factually-based? If there is documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination? Does the RECORD identify the audience for whom the RECORD is intended?	X X X		
10 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
17 A. If so, were these descriptors appropriate to include, given the information being provided in the RECORD? B. If so, was there a compelling reason to create the RECORD? C. If so, was the RECORD narrowly-tailored to achieve that purpose?		X		
18 Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
19 Is the RECORD neutral in its use of religious terminology?				X
20 Is the RECORD neutral in its discussion of religion?				X
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	
<b>NOTES/COMMENTS</b>				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT  
RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID #: 2019-1849	SHORT DESCRIPTION: Pass-through bulletin re: a hit and run
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QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9 When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result? Are conclusions stated or asserted in the RECORD factually-based?		X	
10 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?	X		
12 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations? Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
17 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
18 Is the RECORD neutral in its use of religious terminology? Is the RECORD neutral in its discussion of religion?				X
19 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X	X
<b>NOTES/COMMENTS</b>				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

01 March 2019 - 01 Sept. 2019

RECORD ID: ME FCU 0000-2019-00005

BRIEF DESCRIPTION: Houlton Sector Border Patrol Request to Identify and SAR re: individuals shopping for a pressure cooker

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9 When it was originally reviewed, was the RECORD found to include erroneous data? A. If so, was the RECORD amended or rescinded as a result?		X	
10 Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
11 Does the RECORD identify the audience for whom the RECORD is intended?	X		

13 Does the RECORD state whether the RECORD may be further disseminated?	X		
14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity? A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	X		
18 Is the RECORD neutral in its use of religious terminology? Is the RECORD neutral in its discussion of religion?			X
19 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?		X	

NOTES/COMMENTS

The audit committee had discussion about this product, focusing on how and whether -- if at all -- race and ethnicity should be weighed when preparing and disseminating an ISE-SAR, as well as whether, in retrospect, there was an adequate foundation to include the record in eGuardian. [10.11.2019: For more discussion about this record, see paragraph 3 of the "Findings" section of the Privacy Audit report.]

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

RECORD ID: ME FCU 0000-2049-00057  
 on March 2019 - 01 Sept. 2019  
 ISE-SAR regarding a person who made threatening statements toward priests

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDS prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")?	X		
A. If so, was the inclusion of the PII necessary?	X		
B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	X		
9 When it was originally reviewed, was the RECORD found to include erroneous data?		X	
A. If so, was the RECORD amended or rescinded as a result?			X
10 Are conclusions stated or asserted in the RECORD factually-based?	X		
11 Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12 Does the RECORD identify the audience for whom the RECORD is intended?	X		
13 Does the RECORD state whether the RECORD may be further disseminated?	X		

14 If necessary, does the RECORD state when the RECORD should be disseminated or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			X	
A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?				X
18 Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?		X		
19 Is the RECORD neutral in its use of religious terminology?				X
20 Is the RECORD neutral in its discussion of religion?				X
21 Does the RECORD relate to First Amendment-protected activity?			X	
A. If so, was there a compelling reason to create the RECORD?				X
B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X
<b>NOTES/COMMENTS</b>				
RE: 8(B): The allegation was determined not to be credible. RE: 15: The Facebook message arguably constitutes a criminal threat, which would not be First Amendment-protected speech.				

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

RECORD ID #: ME FCU 0000-2019-00008  
 on March 2019 - 01 Sept. 2019  
 Suspicious threatening email forwarded to MSP Trooper

QUESTION	YES	NO	NA
1 Does the RECORD provide information that is consistent with MIAC's mission?	X		
2 If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3 Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4 Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5 Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?	X		
6 If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?		X	
7 Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8 Does the RECORD contain personally identifying information ("PII")? A. If so, was the inclusion of the PII necessary? B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs? When it was originally reviewed, was the RECORD found to include erroneous data?	X X		
9 A. If so, was the RECORD amended or rescinded as a result? B. Are conclusions stated or asserted in the RECORD factually-based? Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination? Does the RECORD identify the audience for whom the RECORD is intended?	X X		
10 Does the RECORD state whether the RECORD may be further disseminated?		X	

14 If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?				X
15 Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?				X
16 Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		X		
17 Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X		
18 A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD? B. If so, was there a compelling reason to create the RECORD? C. If so, was the RECORD narrowly-tailored to achieve that purpose?		X		X X X
19 Is the RECORD neutral in its use of religious terminology?		X		
20 Is the RECORD neutral in its discussion of religion?		X		
21 Does the RECORD relate to First Amendment-protected activity? A. If so, was there a compelling reason to create the RECORD? B. If so, was the RECORD narrowly-tailored to achieve that purpose?				X X X
<b>NOTES/COMMENTS</b>				
eGuardian is known and understood to be a system that is accessible only to law enforcement that have been approved for access to the system.				





**MAINE STATE POLICE  
MAINE INFORMATION & ANALYSIS CENTER**

**Privacy Audit Report**

**For the Period**

**02 SEP 2019 through 31 DEC 2019**

**06 MAY 2020**

## INTRODUCTION

This report accounts for the privacy audit that was conducted by a Maine Information & Analysis (“MIAC”) audit team (“Team”) on 4 and 9 March 2020. The members of the Team were LT Michael Johnston, MIAC Director; SGT Mathew Casavant, MIAC Compliance Officer; and Christopher Parr, MIAC Privacy Officer. The period the audit covered was 02 September 2019 through 31 December 2019. The audit is conducted pursuant to the MIAC Privacy Policy, specifically Part X(3)(B).

## GENERAL AUDIT PROCESS

To conduct the audit, the Team:

1. Identified the timeframe for which the audit would account;
2. Determined that a random sample of 3% of the total MIAC Activity Report entries during the timeframe identified would be evaluated, as well as all ISE-SARs that were entered into the Federal eGuardian system during that timeframe;
3. Used the “Research Randomizer” website ([www.randomizer.org](http://www.randomizer.org)) to determine which Activity Report entries would be evaluated and ensure that the sample was randomized;
4. After reviewing the Department of Homeland Security *Privacy, Civil Rights, and Civil Liberties (P/CRCL) Audit Guidance for the State, Local, Tribal, and Territorial Intelligence Component* (Audit Guidance)<sup>1</sup> product for guidance, we prepared and used a MIAC-designed evaluation form to assess each Activity Report entry to be evaluated;
5. Over the course of two days, reviewed and discussed each Activity Report entry that was evaluated, using the evaluation form to guide the Team’s work.

COMMENTS: The process the Team designed and followed worked very well overall. As a general note, certain presumptions generally guided the Team in its work. Those presumptions included, as examples:

- That, generally, records that are the subject of such audits are commonly understood to be for law enforcement (“LE”) only;
- That, generally, records that are the subject of such audits are typically confidential/nonpublic by law, and that their dissemination is therefore restricted by law;

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<sup>1</sup> “The *Privacy, Civil Rights, and Civil Liberties (P/CRCL) Audit Guidance for the State, Local, Tribal, and Territorial Intelligence Component* (Audit Guidance) is designed to help state, local, tribal, and territorial (SLTT) agencies, including state and major urban area fusion centers, conduct a privacy, civil rights, and civil liberties (P/CRCL) audit of records within the agency’s intelligence component. A P/CRCL audit will support agency leadership in ensuring the protection of community members’ privacy, civil rights, and civil liberties in the agency’ intelligence-related activities, including intelligence collection, analysis, and dissemination.”

- That conclusions stated or asserted in records prepared by a LE agency (“LEA”) are presumed to be factually based;
- That, currently, no records subject to such audits that are maintained in MIAC-administered systems are required by law to be purged;
- That certain databases in which records are maintained or through which records are disseminated (for example, eGuardian) are accessible only by authorized LEAs and LE officers (“LEOs”);
- That the MIAC Compliance Officer reviews and approves each Activity Report entry on a weekly – if not daily – basis, that information is reviewed and approved prior to its entry into the eGuardian system, and that all bulletins are peer-reviewed before their dissemination.


## **KEY FINDINGS**

1. The audit found no evidence of nonconformance by the MIAC with the Center’s Privacy Policy, revised 20 March 2019.
2. Although some incidents accounted for in audited records involved some degree of First Amendment-protected activity, that activity was incidental to the focus of the records, which was on the potential (if not actual) criminal activity and/or suspicious activity documented in the record.

## **ATTACHMENTS**

- Individual evaluation forms accounting for the Team’s work during the privacy audit.

**AUDIT TEAM SIGNATURES**

<u>5/7/2020</u> DATE	<u><i>Lt. Michael Johnston</i></u> LT Michael P. Johnston MIAC Director
<u>5/7/2020</u> DATE	<u><i>Sgt Mathew Casavant</i></u> SGT Mathew R. Casavant MIAC Compliance Officer
<u>07 MAY 2020</u> DATE	<u></u> Christopher Parr MIAC Privacy Officer

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

eGuardian entry: MEFCU0000-2019-00013

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?		x	
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?		x	
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?	x		
20	Is the RECORD neutral in its discussion of religion?	x		
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were an eGuardian database entry and supporting documentation. // eGuardian database is accessible only by law enforcement. // Although the incident that is the subject of the record involves some degree of First Amendment-protected activity, that activity is incidental to the focus of the record, which is on the potential (if not actual) criminal activity and/or suspicious activity documented in the record.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

eGuardian entry: MEFCU0000-2019-00014

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?		x	
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?		x	
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?		x	
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?	x		
	A. If so, was there a compelling reason to create the RECORD?	x		
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?	x		

**NOTES/COMMENTS**

The records reviewed were an eGuardian database entry and supporting documentation. // eGuardian database is accessible only by law enforcement. // Although the incident that is the subject of the record involves some degree of First Amendment-protected activity, that activity is incidental to the focus of the record, which is on the potential (if not actual) criminal activity and/or suspicious activity documented in the record.



**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

eGuardian entry: MEFCU0000-2019-00015

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?		x	
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	x		
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?		x	
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		x	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were an eGuardian database entry and supporting documentation. // eGuardian database is accessible only by law enforcement. // Although the incident that is the subject of the record involves some degree of First Amendment-protected activity, that activity is incidental to the focus of the record, which is on the potential (if not actual) criminal activity and/or suspicious activity documented in the record.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

eGuardian entry: MEFCU0000-2019-00016

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?		x	
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	x		
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?		x	
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?	x		
20	Is the RECORD neutral in its discussion of religion?	x		
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were an eGuardian database entry and supporting documentation. // eGuardian database is accessible only by law enforcement. // Although the incident that is the subject of the record involves some degree of First Amendment-protected activity, that activity is incidental to the focus of the record, which is on the potential (if not actual) criminal activity and/or suspicious activity documented in the record.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

eGuardian entry: MEFCU0000-2019-00017

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?		x	
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?		x	
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were an eGuardian database entry and supporting documentation. // eGuardian database is accessible only by law enforcement. // Although the incident that is the subject of the record involves some degree of First Amendment-protected activity, that activity is incidental to the focus of the record, which is on the potential (if not actual) criminal activity and/or suspicious activity documented in the record.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**1910 (INTEL/INFO RECEIVED)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	X		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8	Does the RECORD contain personally identifying information ("PII")?	X		
	A. If so, was the inclusion of the PII necessary?	X		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
10	Are conclusions stated or asserted in the RECORD factually-based?	X		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12	Does the RECORD identify the audience for whom the RECORD is intended?		X	
13	Does the RECORD state whether the RECORD may be further disseminated?		X	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			X
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	X		
19	Is the RECORD neutral in its use of religious terminology?			X
20	Is the RECORD neutral in its discussion of religion?			X
21	Does the RECORD relate to First Amendment-protected activity?		X	
	A. If so, was there a compelling reason to create the RECORD?			X
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

The record reviewed was an MIAC Activity Report ("AR") entry.



**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**1978 (Bulletin - Pass Through)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	X		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8	Does the RECORD contain personally identifying information ("PII")?	X		
	A. If so, was the inclusion of the PII necessary?	X		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
10	Are conclusions stated or asserted in the RECORD factually-based?	X		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12	Does the RECORD identify the audience for whom the RECORD is intended?		X	
13	Does the RECORD state whether the RECORD may be further disseminated?		X	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	X		
19	Is the RECORD neutral in its use of religious terminology?			X
20	Is the RECORD neutral in its discussion of religion?			X
21	Does the RECORD relate to First Amendment-protected activity?		X	
	A. If so, was there a compelling reason to create the RECORD?			X
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

The records reviewed were an AR entry and a pass-through bulletin. The pass-through bulletin indicated that the bulletin was law enforcement sensitive.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2002 (Bulletin - Pass Through)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	X		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		X	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		X	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		X	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			X
8	Does the RECORD contain personally identifying information ("PII")?	X		
	A. If so, was the inclusion of the PII necessary?	X		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	X		
9	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
10	Are conclusions stated or asserted in the RECORD factually-based?	X		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	X		
12	Does the RECORD identify the audience for whom the RECORD is intended?		X	
13	Does the RECORD state whether the RECORD may be further disseminated?		X	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			X
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	X		
19	Is the RECORD neutral in its use of religious terminology?			X
20	Is the RECORD neutral in its discussion of religion?			X
21	Does the RECORD relate to First Amendment-protected activity?		X	
	A. If so, was there a compelling reason to create the RECORD?			X
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

The records reviewed were an AR entry and a pass-through bulletin. The pass-through bulletin indicates that the bulletin is law enforcement sensitive.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2004 (Intel/Info Received)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			Unkn.
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?			x
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?	x		
20	Is the RECORD neutral in its discussion of religion?	x		
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were an AR entry and an NYPD terrorism bulletin. The bulletin included qualifiers regarding the reliability of the information, and a statement restricting further dissemination of the bulletin.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2044 (RFI)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		x	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were four (4) AR entries and a Weymouth, MA PD report.



**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2050 (Intel/Info Received)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	x		
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?	x		
20	Is the RECORD neutral in its discussion of religion?	x		
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were three (3) AR entries. // The records accounted for an investigation that resulted from a report of an overheard conversation that sounded suspicious. Investigation showed the conversation was substantially misunderstood by the person who overheard it.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2088 (Other)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		x	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The record reviewed was an AR entry documenting a call from a former DPS employee who was seeking the names of personnel who worked in particular DPS bureaus and units.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2093 (HSIN inquiry)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?			x
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?		x	
	A. If so, was the inclusion of the PII necessary?			x
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			x
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		x	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?			x
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The record reviewed was an AR entry documenting a policy-related inquiry from DPS.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2096 (Intel/Info Received)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?		x	
	A. If so, was the inclusion of the PII necessary?			x
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			x
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		x	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The record reviewed was an AR entry and information provided by Central Maine Power related to thefts of copper from the company. The CMP information includes a general email disclaimer.



**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2117 (Watch Desk Duty entry)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			x
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?			x
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?			x
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?			x
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?		x	
	A. If so, was the inclusion of the PII necessary?			x
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			x
9	When it was originally reviewed, was the RECORD found to include erroneous data?			x
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?			x
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?			x
13	Does the RECORD state whether the RECORD may be further disseminated?			x

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?			x
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			x
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?			x
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The record reviewed was an administrative AR entry.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2135 (Intel/Info Disseminated)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The record reviewed was an AR entry accounting for intelligence relating to illegal drug-related activity.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2236 (ALPR request)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?		x	
	A. If so, was the inclusion of the PII necessary?			x
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			x
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		x	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The record reviewed was an AR entry documenting an ALPR request.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2253 (Intel/Info (Disseminated))**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were an AR entry and a seizure form.



**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2261 (Intel/Info Received)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		x	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were two (2) AR entries documenting an inquiry about a subject.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2301 (RFI)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?		x	
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?	x		
	A. If so, was there a compelling reason to create the RECORD?	x		
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?	x		

**NOTES/COMMENTS**

The records reviewed were two (2) AR entries and two (2) Clear reports. // The records document investigation of a report of suspicious activity occurring at properties that had been sold after foreclosure. The circumstances suggested that possible human trafficking could have been occurring, hence the investigation.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2336 (RFI)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were two (2) AR entries, an image of the subject of the AR entries, and background-check queries relating to the subject and associates.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2374 (RFI)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were two (2) AR entries, an image of the subject of the AR entries, and two (2) MDEA supplemental reports.



**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2408 (RFI)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			Unkn.
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were an AR entry, a Clear report, and three (3) "TLO" reports. The TLO reports indicated they were for law enforcement purposes only.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2457 (MSP Pre-Employment Background Check)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		x	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were an AR entry and an MSP pre-employment background check form. The background check form had labels on it regarding use of the form.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2641 (Intel Meetings (online-meeting dialogue))**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?		x	
	A. If so, was the inclusion of the PII necessary?			x
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			x
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?	x		
20	Is the RECORD neutral in its discussion of religion?	x		
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The record reviewed was an AR entry documenting an online-meeting dialogue.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2666 (RFI)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		x	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The record reviewed was an AR entry and two (2) wage-related database reports.



**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2494 (Watch Desk Duty entry)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			x
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?			x
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?			x
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?			x
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?		x	
	A. If so, was the inclusion of the PII necessary?			x
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			x
9	When it was originally reviewed, was the RECORD found to include erroneous data?			x
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?			x
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?			x
13	Does the RECORD state whether the RECORD may be further disseminated?			x

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?			x
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			x
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?			x
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The records reviewed were administrative AR entries.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2520 (RFI)**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?	x		
	A. If so, was the inclusion of the PII necessary?	x		
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		x	
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	x		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	x		
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The record reviewed was an AR entry documenting an RFI. // Whether the eGuardian entry made in this matter should have been made is a fair question, but deference will be given to the agency that made the entry. // Although the incident that is the subject of the record involves some degree of First Amendment-protected activity, that activity is incidental to the focus of the record, which is on the potential (if not actual) criminal activity and/or suspicious activity documented in the record.

**MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT**

**RECORD EVALUATION FORM**

**RECORD IDENTIFICATION NUMBER:**

**2591 (HSIN (Pass-through Bulletin))**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with MIAC's mission?	x		
2	If the RECORD originated from another source (e.g., another law enforcement agency ("LEA")), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	x		
3	Are the information sources included in the RECORD labeled or rated for their confidence or reliability?		x	
4	Are there necessary qualifiers in the RECORD regarding the confidence or reliability of the information included in the RECORD?		x	
5	Are there any use or dissemination limitations or restrictions (legal or otherwise) stated in the RECORD that should be stated in the RECORD given its content?		x	
6	If the RECORD was repurposed or revised by MIAC for a new audience, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			x
7	Are opinions of MIAC personnel that are stated in the RECORD labeled or otherwise identified as such?			x
8	Does the RECORD contain personally identifying information ("PII")?		x	
	A. If so, was the inclusion of the PII necessary?			x
	B. Does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			x
9	When it was originally reviewed, was the RECORD found to include erroneous data?		x	
	A. If so, was the RECORD amended or rescinded as a result?			x
10	Are conclusions stated or asserted in the RECORD factually-based?	x		
11	Is there documentation evidencing that the RECORD was reviewed by MIAC prior to its dissemination?	x		
12	Does the RECORD identify the audience for whom the RECORD is intended?		x	
13	Does the RECORD state whether the RECORD may be further disseminated?		x	

14	If necessary, does the RECORD state when the RECORD should be disregarded or otherwise purged?			x
15	Does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			x
16	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	x		
17	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		x	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			x
18	Is the information provided in the RECORD based on individual behavior or objective facts, and not on stereotypes, generalizations, or assumptions?	x		
19	Is the RECORD neutral in its use of religious terminology?			x
20	Is the RECORD neutral in its discussion of religion?			x
21	Does the RECORD relate to First Amendment-protected activity?		x	
	A. If so, was there a compelling reason to create the RECORD?			x
	B. If so, was the RECORD narrowly-tailored to achieve that purpose?			x

**NOTES/COMMENTS**

The record reviewed was an AR entry and an officer safety-/situational awareness-related bulletin. // The bulletin was labeled as law enforcement sensitive.



**MAINE STATE POLICE  
MAINE INFORMATION & ANALYSIS CENTER**

**Privacy/Civil Liberties/Civil Rights Audit Report**

**For the Period**

**01 January 2020 through 15 July 2020**

**20 OCTOBER 2020 (Pre-Board Review/Comment)**

**REVIEWED AND FINALIZED 02 December 2020**

## **INTRODUCTION**

This report accounts for the privacy/civil liberties/civil rights (P/CL/CR) audit that was conducted by a Maine Information & Analysis (MIAC) audit team (Team) for the period of 01 January 2020 through 15 July 2020.

The members of the Team were MIAC Advisory Board Chair Tracy Collins; MIAC Board Member Michael Feldman; LT Michael Johnston, MIAC Director; SGT Mathew Casavant, MIAC Compliance Officer; and Christopher Parr, MIAC Privacy Officer. The audit is conducted pursuant to the MIAC Privacy Policy, specifically Part X(3)(B).

## **GENERAL AUDIT PROCESS**

To conduct the audit, the Team followed the “MIAC Privacy Audit Policy,” which is attached to this report.

As a general note, certain presumptions generally guided the Team in its work. Those presumptions included, as examples:

- That, generally, records that are the subject of such audits are commonly understood to be for law enforcement (LE) only;
- That, generally, records that are the subject of such audits are typically confidential/nonpublic by law, and that their dissemination is therefore restricted by law;
- That conclusions stated or asserted in records prepared by a LE agency (LEA) are presumed to be factually based;
- That, currently, no records subject to such audits that are maintained in MIAC-administered systems are required by law to be purged;
- That certain databases in which records are maintained or through which records are disseminated (for example, eGuardian) are accessible only by authorized LEAs and LE officers (LEOs);
- That the MIAC Compliance Officer reviews and approves each Activity Report entry on a weekly – if not daily – basis, that information is reviewed and approved prior to its entry into the eGuardian system, and that all bulletins are peer-reviewed before their dissemination;
- That “personally identifying information” was to be construed broadly for the purposes of question 6 of the Record Evaluation Form, and not to be construed to mean “personal information” (as defined in 10 M.R.S. c. 210-B), which is more narrowly defined.



## **CONCLUSION**

The audit found no evidence of nonconformance by the MIAC with the Center's Privacy Policy, revised 20 March 2019.

Points of discussion during the audit that will be further discussed by the Board included:

1. Length of retention of information and varying types of MIAC-disseminated products;
2. Retention of information concerning juveniles;
3. The current breadth of the scope of the audit and how the audit might be able to be more efficiently conducted in the future.

The inclusion of two MIAC Advisory Board Members in the P/CR/CL Audit was found to be constructive and beneficial to this process. They provided valuable feedback and engaged in meaningful discussion on a variety of matters relating to P/CR/CL.

The addition of selections of MIAC Activity Report entries by the board members also proved to be very valuable. Oftentimes those handpicked entries generated the most substantive discussions amongst the audit Team.

## **ATTACHMENTS**

- Board Member Collins' and Feldman's Audit Evaluations
- Individual evaluation forms accounting for the Team's work during the privacy audit.



# **MAINE STATE POLICE MAINE INFORMATION & ANALYSIS CENTER**

## **Privacy Audit Report Supplement**

### **Board Member Evaluation**

**Board Member Name:** Tracy Collins

**This, the audit completed in October 2020, was my first experience participating in a MIAC audit.**

**I appreciated the opportunity as a board member participant to choose a number of entries to audit that involved areas of concern of mine, including sovereignty and public gatherings. I also appreciated the thoroughness with which Lt. Johnston and Sgt. Casavant answered our questions about each matter.**

**The process spanned several hours over several sessions, and we should consider discussing where there is room to eliminate inefficiencies and streamline this process. With that said, the detailed discussions we had about MIAC's treatment of different types of information and various privacy concerns helped me develop a deeper understanding of MIAC's operations, and for this reason it is my opinion that each board member should participate in at least one audit.**

**I find especially important Mr. Feldman's role on the board. The audit team was able to comprehensively consider various privacy concerns with the benefit of both seasoned law enforcement perspectives and Mr. Feldman's fresh eyes as a community member.**



# MAINE STATE POLICE MAINE INFORMATION & ANALYSIS CENTER

## Privacy Audit Report Supplement

### Board Member Evaluation

**Board Member Name:**

MICHAEL FELDMAN

This October 2020 audit was completely new to me. Lt. Johnston took both Tracy and I through the process from randomly choosing what records to audit through the final product. Throughout the process I felt that my fellow auditors were listening to my concerns and answering my questions.

I appreciate that I was able to focus on entries that dealt with issues I felt were worthy of our examination. As an example, we looked at "Sovereign Citizen" issues and why those people are a concern for public safety.

The effort to look for examples of unnecessary information about a citizen being widely disseminated was another topic we focused on. While the process was very long, and we all would like it to be a bit shorter; the longer discussions about issues involving citizen rights vs public safety were very valuable to me. Often I saw an issue from an angle I might not have in the past!

Finally, I agree with Tracy that all board members should participate in at least one audit. They will learn a great deal from the process. Working with our 3 board members from the State Police went very well. I felt they always had time to answer my questions or to listen to my concerns.

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-00001
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Criminal E-Guardian based on student charged with terrorizing for threats against school and parents.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	YES		
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?	YES		
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?			NA
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		NO	
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?	YES		
	A. If so, is the RECORD neutral in its use of such terminology?	YES		
13	Does the record discuss or reference religion?	YES		
	A. If so, is the discussion of or reference to religion neutral?	YES		
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")	YES		
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?	YES		
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?	YES		

**NOTES/COMMENTS**

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MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-00002 (MIAC-2020-0328)
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Suspicious E-Guardian entry based on report from university involving threatening behavior and possible Phishing attempt.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		NO	
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")	YES		
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?	YES		
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?	YES		

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-00003 (MIAC-2020-0453)
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

**Suspicious E-Guardian involving law enforcement report of furtive behavior and firearms.**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		



	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-00004 (MIAC-2020-0797)
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

**Criminal E-Guardian involving disgruntled student sending white powder letter to university.**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-00005
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

**Criminal E-Guardian reference cyber intrusion and criminal invasion of computer privacy on State agency Zoom meeting.**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	

	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		NO	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			NA
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-00006 (MIAC-2020-0897)
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

**Criminal e-guardian Subject making threatening statements on social media towards law enforcement and political group**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")	YES		
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?	YES		
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?	YES		

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-00007
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

**Criminal E-Guardian reference student making threats of a school shooting and harm towards a faculty member resulting in criminal charges against the individual.**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		



	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?	YES		
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?	YES		
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-0017
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Request from other jurisdiction for information related to threats made to Law Enforcement in response to red flag laws

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	YES		
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	

	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	YES		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-0045
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Report by a State law enforcement Agency encountering foreign nationals near the United States and the Quebec Border who were suspects of an ongoing investigation.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0086
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Summary of weekly calls for service of a law enforcement agency

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	

	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-0113
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

HIDTA drug intelligence officer felony arrest notification related to a highway drug seizure to law enforcement

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	



	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:

2020-0193, -0222, -0223, -0461, -0967, -1194, -1293, -1396

SUMMARY OF RECORD(S) EVALUATED\*

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

These Activity Report entries relate to MIAC administrative functions reference, for example, scheduling and coverage for MIAC personnel working watch desk and HSIN meetings and training opportunities.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		NO	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			NA
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	

	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?			NA
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?			NA
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?			NA
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			NA
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			NA
12	Does the RECORD include religious terminology?			NA
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?			NA
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")			NA
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0207
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

MIAC created bulletin disseminated to law enforcement requesting information on suspected stolen firearms

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	YES		
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	YES		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0220
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

HIDTA drug intelligence officer felony arrest notification related to arrest of an out of state resident to their home state

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-0225
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

**MIAC dissemination of threatening information about Susan Collins with threats of violence towards schools.**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	



	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-0265
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

**HIDTA drug intelligence officer felony arrest notification related to arrest of an out of state resident to their home state**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-0285
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Request from Probation and Parole in Maine for checks on a subject on probation.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0378
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Bulletin disseminated to Maine Law Enforcement on behalf of a Maine law enforcement agency about a possible scam involving wrecker services.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	YES		
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	

	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	YES		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		NO	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			NA
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

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MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0455
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Summary of weekly calls for service of a law enforcement agency

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	YES		
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	



	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		NO	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			NA
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0497
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Summary of weekly calls for service of a law enforcement agency

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	YES		
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	

	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		NO	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			NA
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-0563
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Nationwide request for information on a missing person. No nexus to Maine logged for situational awareness.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	YES		
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	YES		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0631
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Analyst Intelligence meeting

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?	YES		
	A. If so, is the RECORD neutral in its use of such terminology?	YES		
13	Does the record discuss or reference religion?	YES		
	A. If so, is the discussion of or reference to religion neutral?	YES		
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")	YES		
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?	YES		
	B. If so, was there a compelling reason to create the RECORD?	YES		
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?	YES		

**NOTES/COMMENTS**

Discussion occurred regarding whether Q12 and Q13 were redundant, as -- if they are -- one of the questions perhaps should be removed from the REF for future audits.

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0696
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

HIDTA drug intelligence officer felony arrest notification related to Maine resident charged with drug offense outside of State of Maine.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		



	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0738
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Request from EMA community to determine validity of seller of personal protective equipment

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	

	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	YES		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		NO	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			NA
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

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MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0743
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

MIAC received request for information from Maine law enforcement agency reference criminal investigation

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0779
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

MIAC received request for information from Maine law enforcement agency reference criminal investigation

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0789
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Suspicious activity report entered by FBI with nexus to Maine

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	YES		
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		



	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	YES		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")	YES		
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?	YES		
	B. If so, was there a compelling reason to create the RECORD?	YES		
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?	YES		

**NOTES/COMMENTS**

The subject of the record was reported by a fellow classmate, who observed the subject surfing the internet to look at military weapons and bombs, as well as photos of firearms.

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0807
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

**Intelligence product disseminated to Maine Law enforcement titled White supremacist extremists cite accelerationism as motivation for violent acts to incite the "boogaloo" and cause societal collapse**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	YES		
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	

	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	YES		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		NO	
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		NO	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			NA
12	Does the RECORD include religious terminology?	YES		
	A. If so, is the RECORD neutral in its use of such terminology?	YES		
13	Does the record discuss or reference religion?	YES		
	A. If so, is the discussion of or reference to religion neutral?	YES		
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")	YES		
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?	YES		
	B. If so, was there a compelling reason to create the RECORD?	YES		
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?	YES		

**NOTES/COMMENTS**

Re: Q10: There was discussion about whether to add a sub-question to Q10 for clarification/qualification purposes. //  
 Re: Q12, Q13: There was reference in the record to potential terrorist attacks on mosques and synagogues, and to certain terrorists as "saint[s]."

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-0836
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

**Request for information in reference to paving scams both in Maine and nationwide.**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0905
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Summary of Law Enforcement agency's calls for service.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?		X	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			X
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			X
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?		X	

	A. If so, was the inclusion of the PII necessary?			X
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			X
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			X
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0905
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Summary of Law Enforcement agency's calls for service.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?		X	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			X
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			X
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?		X	



	A. If so, was the inclusion of the PII necessary?			X
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			X
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			X
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0924
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Request for information from out of state agency of a bomb threat at a school.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?		X	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			X
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			X
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?		X	

	A. If so, was the inclusion of the PII necessary?			X
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			X
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	MIAC-2020-0938
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

MIAC periodic review of previously received information reference a sovereign citizen in which it was determined there was insufficient evidence to support continued findings of sovereign citizen ideology.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?	YES		
	A. If so, are the opinions expressly labeled or otherwise identified as such?	YES		
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")	YES		
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?		NO	
	B. If so, was there a compelling reason to create the RECORD?	YES		
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?	YES		

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	<b>MIAC-2020-0989</b>
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Request for information from Federal Partner relating to Sovereign Citizens and environmental groups operating in Maine.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?	YES		
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?	QY		
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?			NA
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	QY		
5	Are any opinions of MIAC personnel stated in the RECORD?	NO		
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	QY		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?			NA
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?		NO	
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")	QY		
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?	QY		
	B. If so, was there a compelling reason to create the RECORD?	YES		
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?	YES		

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-0996
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Request for information from law enforcement agency on an individual involved with drugs and suspicious activity.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?	X		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	X		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		X	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	X		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		X	
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?	X		



	A. If so, was the inclusion of the PII necessary?	X		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1024
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Request for Information from a state law enforcement agency about a business conducting fraudulent activities presently under investigation by multiple agencies.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?	X		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	X		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		X	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?		X	

	A. If so, was the inclusion of the PII necessary?			X
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			X
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1071
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Request for Information from a Federal Agency reference an out of state sex investigation where the suspect resides in Maine.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?	X		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	X		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		X	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?	X		

	A. If so, was the inclusion of the PII necessary?	X		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1081
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

HIDTA drug intelligence officer felony arrest notification related to a highway drug seizure involving an out of state resident to law enforcement agency out of state.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?	X		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	X		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		X	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?	X		

	A. If so, was the inclusion of the PII necessary?	X		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	MIAC-2020-1124
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Information received during a nationwide trend of civil unrest by a source outside of the MIAC in reference to First Amendment vigil rally on anti-racism in Newcastle. The information was logged by the MIAC and not disseminated.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?		NO	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			NA
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			NA
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			NA
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		NO	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			NA
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?		NO	



	A. If so, was the inclusion of the PII necessary?			NA
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			NA
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?	YES		
	A. If so, is the discussion of or reference to religion neutral?	YES		
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")	YES		
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?	YES		
	B. If so, was there a compelling reason to create the RECORD?	YES		
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?	YES		

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1153
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

MIAC issued bulletin in reference to a subject making threatening statements towards law enforcement previously identified as an emotionally disturbed person.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	YES		
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	YES		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1200
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Information received via social media reporting about suspected criminal activity of an individual and potential officer safety concerns where the MIAC chose only to log the information and not to disseminate.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?		X	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			X
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			X
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?	X		

	A. If so, was the inclusion of the PII necessary?	X		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1255
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Dissemination of information to HIDTA drug intelligence officer in reference to information received via the NLETS reporting system.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?	X		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	X		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		X	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	X		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	X		
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?	X		

	A. If so, was the inclusion of the PII necessary?	X		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	X		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-1257
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Request for dissemination of information to MSP social media coordinator relating to a marijuana store burglary.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?		X	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			X
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			X
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?		X	



	A. If so, was the inclusion of the PII necessary?			X
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			X
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			X
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1262
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Summary of weekly calls for service of law enforcement agency

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?		X	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			X
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			X
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?		X	

	A. If so, was the inclusion of the PII necessary?			X
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			X
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	X		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			X
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-1272
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

HIDTA drug intelligence officer felony arrest notification related to a highway drug seizure to law enforcement

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?	X		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	X		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		X	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?	X		

	A. If so, was the inclusion of the PII necessary?	X		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			X
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			X
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1314
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Request from federal agency for information reference ongoing drug investigation

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?	X		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	X		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		X	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?	X		

	A. If so, was the inclusion of the PII necessary?	X		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1341
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

HIDTA drug intelligence officer felony arrest notification related to a highway drug seizure to law enforcement

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		



	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1361
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

**Request for information from United States territory on human trafficking and human smuggling.**

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?		X	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			X
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			X
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	X		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?	X		
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?		X	

	A. If so, was the inclusion of the PII necessary?			X
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			X
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?	X		
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		X	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			X
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-1372
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

MIAC received social media posting of individual commenting on photographs of young girls with potentially pedophilic type rhetoric

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		NO	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			NA
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	YES		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	YES		
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1384
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Information received by the MIAC in reference to a suspicious incident and potential criminal mischief attributed to a vehicle from out of state which was unable to be corroborated.

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	YES		
2	Was the RECORD disseminated by the MIAC to any agency or person?	YES		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	YES		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	YES		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		NO	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			NA
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		NO	
	A. If so, are such labels or ratings included in the RECORD?			NA
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?	YES		
	A. If so, are such limitations or restrictions expressly stated in the RECORD?		NO	
5	Are any opinions of MIAC personnel stated in the RECORD?		NO	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			NA
6	Does the RECORD contain personally identifying information ("PII")?	YES		

	A. If so, was the inclusion of the PII necessary?	YES		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		NO	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			NA
7	When it was originally reviewed, was the RECORD found to include erroneous data?		NO	
	A. If so, was the RECORD amended or rescinded as a result?			NA
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		NO	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		NO	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	YES		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?		NO	
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			NA
12	Does the RECORD include religious terminology?		NO	
	A. If so, is the RECORD neutral in its use of such terminology?			NA
13	Does the record discuss or reference religion?		NO	
	A. If so, is the discussion of or reference to religion neutral?			NA
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		NO	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			NA
	B. If so, was there a compelling reason to create the RECORD?			NA
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			NA

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

<b>RECORD IDENTIFICATION NUMBER:</b>	2020-1407
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

Summary of calls for service of law enforcement agency

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?		X	
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			X
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			X
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			X
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?		X	



	A. If so, was the inclusion of the PII necessary?			X
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			X
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 08/07/2020

RECORD IDENTIFICATION NUMBER:	2020-1464
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**SUMMARY OF RECORD(S) EVALUATED\***

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

HIDTA drug intelligence officer felony arrest notification related to a Maine resident arrested for drug offense out of state

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?	X		
2	Was the RECORD disseminated by the MIAC to any agency or person?	X		
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?	X		
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?	X		
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?		X	
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			X
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?		X	
	A. If so, are such labels or ratings included in the RECORD?			X
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?		X	
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			X
5	Are any opinions of MIAC personnel stated in the RECORD?		X	
	A. If so, are the opinions expressly labeled or otherwise identified as such?			X
6	Does the RECORD contain personally identifying information ("PII")?	X		

	A. If so, was the inclusion of the PII necessary?	X		
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?		X	
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			X
7	When it was originally reviewed, was the RECORD found to include erroneous data?		X	
	A. If so, was the RECORD amended or rescinded as a result?			X
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?		X	
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?		X	
10	Does the RECORD avoid broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?	X		
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?	X		
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?	X		
12	Does the RECORD include religious terminology?		X	
	A. If so, is the RECORD neutral in its use of such terminology?			X
13	Does the record discuss or reference religion?		X	
	A. If so, is the discussion of or reference to religion neutral?			X
14	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")		X	
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			X
	B. If so, was there a compelling reason to create the RECORD?			X
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			X

**NOTES/COMMENTS**



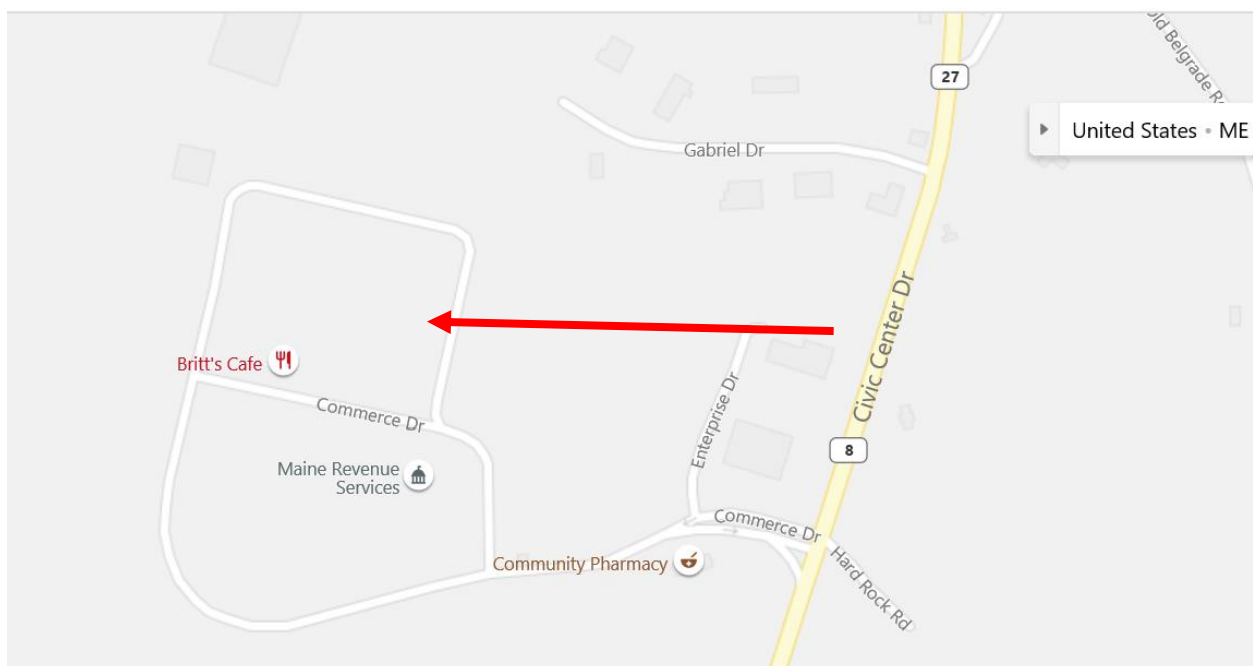
Maine Information and Analysis Center Advisory Board Agenda  
Lieutenant Michael Johnston  
12/4/2019

Location: 45 Commerce Drive Maine Department of Public Safety in Fallen Heroes Conference Room

The start and end times below are an approximation

1. 9:00-9:30: Welcome/Introductions
2. 9:30-10:15: Boards duties (executive order, by-laws)
3. 10:30-11:30: MIAC 101
4. 11:30-12:30 Privacy Policy Review
5. 12:30-1:00 Lunch
6. 1:00-2:30- MIAC Audit results
7. Adjournment

Coffee will be provided





## Notes from Meeting

1. Members in attendance
  - Colonel John Cote
  - Major Christopher Grotton
  - Attorney General Aaron Frey
  - Adjutant General Donald Farnham
  - MEMA Director Pete Rogers
  - Tracy Collins
  - Michael Feldman
  - Bruce Lewis (attended via Skype)
  - Chief Jason Moffett (attended via Skype)
  - FBI SSA Greg Hughes
  - Lieutenant Michael Johnston
- Not present: Privacy Officer Christopher Parr, Sergeant Mathew Casavant
2. Presentation on Boards duties (executive order, by-laws)
3. MIAC 101 Presentation
4. Privacy Policy Review
5. MIAC Audit results
  - This audit generated constructive discussion regarding the two incidents that had been marked by the audit team for review.
  - It was the opinion of the majority of the board that the information should have been shared and handled in the matter it was.
  - Tracy Collins requested a police report from the originating law enforcement agency where source of information originated. Report was obtained and provided to board the following day.
6. Election of new chair: Tracy Collins was elected by unanimous vote to serve as chairwoman of the MIAC Advisory Board.
7. Toured MIAC Facility



Recommendations/Discussion:

- For the sake of succession of future MIAC Advisory Boards, we should consider staggering appointments, so we are not appointing a whole new board every 3 years. Will follow-up with Chris Parr reference necessary changes to by-laws.
- Having the board focus on a certain procedure or topic at each meeting e.g. Open Source Research and Analysis
- Having the board or members of the MIAC liaison with certain private sectors groups.
- Inviting certain members of the public to future meetings and trying to balance that with executive session matters that are otherwise confidential by law.
- Tentative time frame of Spring 2020 was set for the next meeting.



Maine Information and Analysis Center Advisory Board Agenda  
Lieutenant Michael Johnston  
Maine State Police  
Director of the Maine Information and Analysis Center  
6/11/2020

- Location: Attended Remotely Via Go To Meeting Application
  - Meeting posted for public awareness and attendance on DPS Website on 5/26/2020
  - <https://www.maine.gov/dps/news/meetings.html>
  - Start and end times below are an approximation
1. 8:30-9:15 Setup on Go To Meeting  
Welcome and Introductions
  2. 9:15-10:15 MIAC Audit Results
  3. 10:15-11:00 MIAC Intake Process
  4. 11:15-12:00 Use of Open Source Research and Information in Pre-planning for Special Events
  5. 12:00-12:30 Board Discussion (Executive Session as Needed for the Aforementioned Topics)
  6. Adjournment

**Notes from Meeting**

**The following in substance is a summary of the meeting and should not be viewed or treated as a literal transcription.**

- **It is important to note that although MIAC's Advisory Board is exempt from record keeping requirements pursuant to 1 MRS §403(6) we nonetheless maintain and publish them in the interest of transparency and clarity.**

**Members in attendance**

1  
Lt. Michael Johnston



- Lt. Michael Johnston, Maine State Police
- Chief Jason Moffitt
- FBI Supervisory Special Agent Gregory Hughes
- Michael Feldman (Private Citizen)
- Maine Emergency Management Director Peter Rogers
- Tracy Collins (Private Attorney)
- Hancock County Emergency Management Director Andrew Sankey
- Adjutant General and State of Maine Homeland Security Advisor Douglas Farnham
- Major Chris Grotton, Maine State Police
- Staff Attorney Christopher Parr, Maine State Police
- Sgt. Mathew Casavant, Maine State Police
- Attorney General Aaron Frey – Had to leave early for press conference.
- Critical Infrastructure Member-Vacant
  
- **Introductions of attendees and Orientation on Go to Meeting Application and Share Drive to Access Documents**
  
- **Lt. Johnston presented MIAC Audit Report and its findings. He advised that during each audit period in addition to reviewing reports that are chosen at random the audit team would also review all E-Guardian submissions during that audit period.**
  - Audit Covers Sept 2019 to December 31, 2019.
  - Key Finding: Found we were in conformance with our policy
  - E-Guardian submissions also audited.
    - Discussions
      - Chris Parr – Question from privacy standpoint.
        - E-Guardian entries are not purged by the Federal agency that maintains that system. Should the MIAC be purging the Center’s own entries into E-Guardian? Example -0016 juvenile student that includes images of subject. Discussion continued after examples.
      - Chris Parr – Should we have an outside entity do audits every other year?
        - Major Grotton loves the idea and it has been explored before but there is no mechanism currently to do that.





Would like the federal government to provide a body to do outside audits. Trouble finding people for that purpose. We have explored this possibility with other fusion centers and through the National Fusion Center Association but at this time there is not process in effect.

- Parr- Knows of the International Association of Privacy Professionals, not law enforcement, but may be able to review.
- E-Guardian Incidents were presented and reviewed by board. Details of E-Guardian entries are law enforcement sensitive and full documentation and records were provided to board members.
- Discussion Regarding Purging of Records:
  - Greg Hughes- Believes access to historical information with E-guardian is important for multiple agencies to gain information otherwise not accessible. Supports retention when properly protected.
  - Jason Moffitt- Agrees with Greg. If information is legally obtained. Points to 9/11 complaint of agencies not sharing information.
  - Michael Feldman- appreciates hearing pros and cons from law enforcement about process.
  - Lt. Johnston- E Guardian created to help connect dots and fill in gaps of information between agencies. If information is obtained lawfully and safeguarded there is value in retaining E-Guardian absent a law or regulation to the contrary in case those incidents are potentially connected, show a pattern or related to future suspicious/criminal activity.
  - Tracy Collins- The point is to create situational awareness. Due to communication factor it seems it would be irresponsible to remove a “dot” that could assist in an emergency.
  - It was the collective opinion of the board that retaining E-Guardian entries absent a regulation or law that compelled purging was valuable and should continue in the interest of connecting future incidents with past incidents.
- **MIAC Intake Process for the receipt, review, retention and dissemination of information.**



- Lt. Johnston provided an explanation of the information flow process.
- Lt. Johnston was clear that MIAC makes a record of all the information it receives as long as the threshold question of “on its face does the information appear to have been obtained lawfully” absent clear indicators to the contrary. The important question is what action MIAC takes on the information, who do they share it with and making sure any action is defensible and justifiable and predicated on crime, suspicious activity and public safety.
  - MIAC receives info from variety of sources primarily by email and secure online platform from primarily law enforcement but also from the public, and private and public sector entities. Public will often report incidents via social media.
  - Watch Desk: This is the intake or first line of processing for MIAC. Analyst or supervisor receives information, reviews and determines if there is anything actionable based on MIAC’s policy and mission. An important question that is asked and answered is whether the information on its face was obtained lawfully. If yes, record is made in system. (activity report for statistical, documentation and accountability purposes)
  - Analysts reviews. Is there anything actionable here based on criteria for suspicious activity or established criminal predicate or legitimate public safety mission? Do we need to share this information with those who have a bona fide need to know and right to know? (Bulletin or targeted share.)
    - At times no further action is required and the information is documented for statistical accountability purposes. It is difficult sometimes to know when a piece of information will be valuable at a future time. A record is necessary to show what was done with information or in some cases what was not done. (We live in a post-Parkland world of accountability).
- Sgt. Casavant follow up
  - We review information in its totality to try and identify patterns or escalation. Need to gather and keep information to make determination. At the day what we share who we share it with is a judgement call and



would rather err on side of sharing rather than not sending something out that could have saved a life.

- Lt. Johnston-

In today's public safety world there is arguably more liability for not documenting something than the liability of retaining it. In a world where law enforcement is held accountable as to "when and why something was done". The question that also needs to be answered is "why was action not done" if a crime or tragedy occurs later.

- We live in a post "Parkland World" where accountability and defensibility for action and inaction is critical.
- All info entered into our system goes through analyst and is reviewed by MIAC personnel and approved by supervisor.

- Casavant- Comments are now coming back to negatively affect people. These comments are public. We're keeping something that Google is also keeping in their records.
- Parr- We're a State entity. Different standards. Would Board Members' comfort level be the same if information the MIAC maintained included information pertaining to Board Members directly?
- Michael Feldman- As private citizen. Concerned about careful distribution and protecting information. Understands importance of holding on to info to see pattern.
- Andrew Sankey- Believes policy should be fluid depending on societal environment.
- QUESTION- Parr- Are Board Members OK with First Amendment-protected speech being entered into a MIAC system?
- Sankey- Points to societal environment. Something decided today could be looked at 6 months now and reconsidered.
- Casavant- Provided an example that someone could say something today on Twitter which is 100 protected First Amendment. They could escalate and still be First Amendment protected. They could make a final comment which is a threat and constitutes a crime and the first 2 comments show a pattern of behavior and context for the final comment.
- Feldman- Needs to find middle ground and balance both.
- Major Grotton - Privacy rights are always about a balance. Concern exists that if MIAC received information lawfully and they did not act on it. If no record, would not be able to review that decision. Without MIAC an individual agency



will store information with inability to share and their agencies individual policies of retention and protection.

- Moffitt- Many RMS systems have records dating back 30 years.
- Hughes- MIAC does not dictate how the information is utilized by law enforcement. MIAC doesn't tell people how to use information the simply provide it along with context. MIAC provides the information for consideration and evaluation. It is not MIAC's role to decide what a law enforcement agency should do with the information. The end user of information is accountable for what actions if any they take as a result of receiving the information. MIAC information sharing adds value to process but is only part of the overall process.
- Question- Parr- Is there any type of information that the MIAC shouldn't hold on to?
  - Lt. Johnston has examples directly from MIAC to review later to try and address this question.
- Sankey- Reiterates- This is a topic that should be reviewed on a routine basis. Based on societal perceptions and be fluid on in striking balance.
- **Overview and explanation of MIAC's use of Open Source Research and information in pre-planning for special events.**
  - Lt. Johnston provided overview of MIAC's role and its process on these events.
    - We are a fusion center not criminal intelligence center. We are support unit made-up of both analytical and law enforcement serving in an analyst type role for the most part. Don't engage in collection of information in the field. We don't deal with subpoenas or search warrants or the mass collection of information via electronic or technological means.
    - Lt. Johnston used the protest of the last week and MIAC's supportive efforts on those to provide some real-life context and dispel misinformation.
  - MIAC sent out email before dissemination product to all agencies. Explains efforts and addresses First Amendment issues directly. Clarified unit's involvement and role on these events to ensure protection of civil rights and civil liberties.



- Peter Rogers- States civil unrest bulletins were a positive and helpful.
- Major Grotton - Overall feedback from law enforcement was positive. Helpful to get info and get adequately prepared. Assisted in creating an appropriate response and not overreacting. Example: Some agencies found a comradery with protesters was unsuccessful and found to incite unlawful behavior.
- Casavant- 95% info came from officials within the area of the report. MIAC was able to downplay 95% of potential threats as being unsubstantiated by vetting information. Question to ask. Wouldn't someone who plans to participate in a protest (sometimes with their children) want to know possible threats are being addressed with appropriate response by local agencies?
- Hughes- Informing the decision-making process.so law enforcement efforts and government officials based on information and intelligence. Important factor. But not the only factor. Information and contextual relevant from MIAC helps to inform decisions not dictate or drive them. If there is a discretion on what is and isn't released, may think it's not a reliable source.
- Moffitt- Only source of centralized vetted information. Which is very useful during protests?
- Feldman- Being able to respond with appropriate action and protecting amendments a positive.
- Johnston- Being able to dispel information and amp down or deescalate some information is critical in the preplanning and response stages. Actions should be intelligence and information led.
- Question- Chris Parr- Referring to table of protests in bulletin. Are we collecting and documenting the underlying data that is being used to enter table? Example- attendance of protest. Do we save the post or are we just visually confirming and entering?
- Casavant- We source it. Also taking some screenshots and saving. Some situations are captured but not all.



- **MIAC and NICS**
  - Lt. Johnston- Explains MIAC's involvement with National Instant Criminal Background Check System
    - NICS- Division within FBI. Background checks to review people who want to purchase gun to ensure they are legally allowed to possess a firearm.
    - Historically this had to do with criminal gang members entered NCIC by MIAC when that was a program we maintained. NICS sends request to us when a person is flagged in NCIC. We then check that person to see if we have any information that would prohibit them via state/federal law to own a gun.
    - New initiative as of 2020: DOJ sent list to fusion centers of all people who attempted to buy guns but were denied based on a statutory prohibitor (federal or State). Lists are sent to fusion centers across the country. The list is valuable from both a situational awareness and investigator perspective. Example of denial reason is state prohibitor.
      - Question- Chris Parr- Are these lists updated to reflect pardons?
        - Casavant- Monthly list. Acted on monthly and current denial status for subjects.

### **Scenarios Presented to Board Members**

Several real-life scenarios were presented to the board based on information the MIAC had received. MIAC recognizes that there may be sensitivity surrounding how information like this is handled so Lt. Johnston showed these to the board to get their input and feedback.

- Doxing- Received e-mail from citizen who reported to a State Police Lieutenant who then referred to. Lt. Johnston posed the question to the board as to what if anything they expected MIAC to do in terms of retaining the record, sharing the record with those who have a need to know etc.
  - Do we sit on the info? What is the liability? Should we notify of possible violent reprisal or targeting against these people.
    - Moffitt- would like to know information because these can sometimes incite violence.



- Tracy Collins- Thinks appropriate to share any behavior that is potentially inciting action or violence should be shared. Situation awareness.
  - Chris Parr- Wondered sharing information like this creates liability on behalf of law enforcement by creating a public duty to act.
  - Casavant- Looked at info from perspective of supplying info to specific agencies as situational awareness. MIAC pushes this information to law enforcement as a FYI. You have the heads up this is occurring.
    - Example- Census information was pushed out to alert and inform agency of unusual legitimate activity that may be reported to them as “suspicious” activity.
  - Moffitt- Finds the situational awareness updates is helpful.
  - Hughes - There is value in disseminating it.
  - Feldman- Agreed need to get it out and not hold it.
  - Farnham- People are only able to see what is in their general area at on certain time. Not able to see everything everywhere. MIAC is collecting this information to provide complete picture.
- Chris Parr- By receiving a link like this believes there is no liability. But by acting on it liability is created.
    - Example- Live feed on Twitter. Evolving daily. Practical question- Does law enforcement have personnel to monitor feed?
    - Quantity of similar feeds/ similar threats. Do we follow all feeds? Do we follow up on threats made towards and from individuals exposed on site?
    - Subject arbitrary process.
    - Question- Parr- If a Twitter feed owner approached the MIAC, would that person have a right to know



of any documents the MIAC has regarding the feed?

- Farnham- It's all public info. Go look and see what you put out.
  - Parr- Does the owner have a right to know what MIAC knows/has?
    - Lt. Johnston stated this would be handled pursuant to Freedom of Access Act Laws based on law and policy.
  - Parr- Does the board have thoughts as a public policy?
    - Gregory- There is a process to solicit information.
    - Parr- A matter of policy.
    - Hughes- No it's not MIAC's responsibility they just share whatever relevant information they have and agency they share it with makes decision on what to do with it.
  - Lt. Johnston- example of doxing information being provided to police chief for situational awareness would provide additional context for subsequent calls that might prove suspicious or concerning when considering it in light of that information. That additional information shared gives the call more context and allows for additional follow up for the law enforcement agency
  - Collins- MIAC should provide information to generally advise all agencies rather than investigating individual targets. Understands Parr's earlier comment re: personnel and quantity of feeds from practical standpoint.
- **General Discussion by Board**
    - Sankey- Address old matters from last meeting. Regarding terms of board members.





- Johnston- Some can be on longer than three years to supply historical knowledge and assist with succession.
  - Feldman- Has worked on these issues with a lot of non-profits and willing to help.
  - Major Grotton- agrees.
  - Johnston- Can come up with bylaw language and run by the board.
  - Collins- Agrees to plan for succession and staggering appointment of board members
- Scheduling meetings- Tentative for fall 2020. Details to be discussed later.
  - Major Grotton's Closing comments.
    - Trying to be as transparent and clear with media.
    - Appreciates input from board.

#### Action Items

- State Police will come up with draft language amending current by-laws that achieves the desired purpose of staggering terms for board members.



Maine Information and Analysis Center Advisory Board Agenda  
Lieutenant Michael Johnston  
Maine State Police  
Director of the Maine Information and Analysis Center  
7/16/2020  
2:00-3:30 PM

- Location: Attended Remotely Via Go to Meeting Application
- Meeting posted for public awareness and attendance on DPS Website and Maine State Police Website on 7/2/2020. Also forwarded to legislative council calendar and legislative committees (Judiciary and CJ&PS)
- The MIAC Advisory Board will be holding its next meeting on Thursday July 16 at 2:00 PM. Due to the current pandemic, MIAC will be holding a virtual meeting for members of the board pursuant to PL 2019, c. 617. In accordance with applicable law if you would like to participate please send your name and e-mail address to [michael.p.johnston@maine.gov](mailto:michael.p.johnston@maine.gov) so the appropriate arrangements can be made to send you the invite that will allow you to attend electronically and or telephonically.
- <https://www.maine.gov/dps/msp/specialty-units/MIAC/Meeting>
- <https://www.maine.gov/dps/news/meetings.html>
- Start and end times below are an approximation

The MIAC Advisory Board Reserves the right to enter executive session pursuant to 1 §405(6) as needed.

1. 2:00-2:10 Setup on Go To Meeting for participants and attendees  
Welcome and Introductions
2. 2:10-2:45 Briefing on Netsential Data Breach (Chairwoman Collins and Lt. Johnston)
3. 2:45-3:00 Next MIAC Audit
4. 3:00-3:15 Filling CIKR Vacancy for the Board



5. 3:15                    General Board Discussion
  
6. Adjournment

### **Notes from Meeting**

**The following in substance is a summary of the meeting and should not be viewed or treated as a literal transcription.**

- It is important to note that although MIAC’s Advisory Board is exempt from record keeping requirements pursuant to 1 MRS §403(6) we nonetheless maintain and publish them in the interest of transparency and clarity.

### **Attendees**

**Because this meeting was attended remotely, and attendees are not required to identify themselves it is possible there are people who attended that are not captured below.**

#### **MIAC Advisory Board Members**

- Tracy Collins-Chair
- Director Andrew Sankey-Hancock County Emergency Management Agency
- Director Peter Rogers- Maine Emergency Management Agency
- Michael Feldman-Private Citizen
- Sgt. Mathew Casavant-Maine State Police
- Chief Jason Moffitt-Brewer Police Department
- Aaron Frey- Maine’s Attorney General
- SSA Greg Hughes- Supervisory Special Agent with FBI
- Major Christopher Grotton-Maine State Police
- Lt. Michael Johnson-Maine State Police

#### **Other Attendees**

- Matt Byrne-Portland Press Herald
- James Minkowsky-
- Jane Oberton-Legislature
- Christopher Babbidge- Legislature



- Samantha Ward
- Lois Reckitt- Legislature
- Kendra Coates-Assistance to Commissioner of DPS
- Charlotte Warren- Legislature
- Chris Parr-Maine State Police Staff Attorney
- DPS Commissioner Michael Sauschuck.
- Donna Bailey-Legislature
- Susan Deschanmbault-Legislature
- Janice Cooper-Legislature
- Thom Harnett-Legislature

#### 1) Data Breach-

- a. Statement from LT. Johnston read by Tracy Collins.
- b. Lt. Johnston RE: Data breach
  - i. Active ongoing criminal investigation by FBI
  - ii. Purpose of meeting is to update board of the situation
  - iii. MIAC does not have automatic plate readers
  - iv. Lt. Johnston provided overview of Netsential
    1. What is it and how does MIAC use it?
    2. Vendor that was well established and widely used by law enforcement.
      - a. Used by MIAC since 2017.
      - b. CJIS compliant
      - c. Vendor was a victim. Clients of vendor are victims.
    3. Became aware of breach June 20<sup>th</sup>.
      - a. Immediately started making appropriate notifications
      - b. Started task team.
      - c. Went through data to identify instances notifications required.
      - d. No longer using Netsential currently.
    4. Questions
      - a. Douglas Farnham- What have we heard from counterpart agencies. General feel?
        - i. Netsential good about engaging us. Open honest and transparent about breach.
      - b. Peter Rogers- Is response standard across country?
        - i. Depends on individual states with legal requirements. Some agencies were a little slower



to act. Maine has been aggressive to get ahead of it.

- c. Andrew Sankey- Is State of Maine indemnified?
  - i. Made all required notifications. May have to dig into later.
- d. Mike Feldman- Are you looking for another vendor.
  - i. Yes. Looking for short term and long-term solutions. Not a quick process with a lot of steps.
- e. Tracy Collins
  - i. Any idea of timeframe to find vendor.
    - 1. Depends on what is out there. Not sure on timeline.
    - 2. Operations are reduced but we are still operating.
  - ii. Are we still making contacts?
    - 1. Done with making contacts with law enforcement and non-enforcement.
    - 2. Title 10 notifications should be identified in next week and formally notified.

## 2) MIAC Audit

- a. Lt. Johnson- Explains audit for first time attendees.
- b. Looking to audit Jan-June 2020 next. Presentation TBD. Maybe November.
- c. Tracy Collins-
  - i. Inquiry from Portland Press Herald re: audit.

*Q- "I've looked over the first privacy audit that was evaluated in the December meeting. I was surprised to see almost zero substantive description of what the intelligence reports contain. Do you think the public would be better served if the checklist-style audit contained an anonymized or de-identified narrative, giving the public at least some sense of what MIAC is doing, how they do it, and what types of tips or requests they're fielding?"*

    - 1. Format of audit- Do you think the public would benefit with more information.
      - a. Lt. Johnston doesn't see an issue with that. More general information – basic narrative block to provide more transparency to what MIAC does.
  - ii. Inquiry from Portland Press Herald.

*Q- "How do you see the board overcoming any possible selection bias, if MIAC staff have control over determining which reports are presented*



*to the board at regular meetings for discussion? In other words, if there was a seriously problematic information-gathering practice or incident, what mechanism is there to prevent it from simply being left out of any future audits or presentations to the board? (This would be separate from the randomized 3% selection in the semi-regular audit.) How do you see the board overcoming selection bias if MIAC is selecting items to be presenting to the board?"*

- a. Lt. Johnston- Items are randomly selected. 3%. Lt. Johnston provided ideas on how to improve that process or change perception that might exist on selection bias.
  - i. Involve board members in the audit itself ex. Including private citizen.
  - ii. In addition to randomly selected entries, board members participating in the audit also select entries to be included.
    - 1. Peter Rogers- Thinks good idea. Like other board processes he's involved with.
    - 2. Jason Moffitt- Agrees it is a good idea.
      - a. Are 3% chosen by computer software.
        - i. Johnston- Yes.

- d. Collins – Are we ready to move forward on the two changes.
  - i. Mike Feldman- Makes Motion
  - ii. VOTE-
    - 1. Jason Moffitt, Gregory Hughes, Chris Grotton, Mike Feldman, Andrew Sankey, Aaron Frey all in favor.

### 3) Board Vacancy-

- a. Critical Infostructure.
  - i. Greg Hughes suggests Maine Yankee.
  - ii. Andrew Sankey suggests MEWARN- Maine Water/ Wastewater Agency Response network.
  - iii. 14-day deadline is decided for members to send recommendations to Tracy Collins for her to compile and pass on.

### 4) General Board Discussion

- a. Questions from public.
  - i. Rep Warren- With the breach and subsequent pausing/cancelling of contract. How has that effected MIAC
    - 1. Pushing out crime/ situation bulletins. Down for a week but back up, using another means to get them out.





- i. Deschambault – who appoints people?

Authority rested with Maine State Police Colonel and MEMA Director constituted by executive order.

- b. Move to adjourn at 3:32pm.
  - i. Still open floor to questions to general Q and A.
- 1) Rep Donna Bailey- Why it doesn't seem there is a member having expertise in privacy. Who is the voice for civil liberties?
  - a. Lt. Johnston
    - i. Collins- Private attorney- legal view
    - ii. Private Citizen Role- A more basic point of view.
    - iii. Attorney General of State of Maine.
    - iv. Other members law enforcement trained in civil liberties.
  - b. Collins and Frey
    - i. Open to ways to improve.
- 2) Charlotte Warren- Trying to bridge legislature and MIAC. Is MIAC willing to work with legislature to institute some oversight.
  - a. Open to suggestions and continued discussion about ways to improve process.





Maine Information and Analysis Center Advisory Board Agenda  
 Chairwoman Tracy Collins  
 And  
 Lieutenant Michael Johnston  
 Maine State Police  
 Meeting Date: 12/2/2020 at 8:15 AM

- Location: Attended Remotely Via Go to Meeting Application
- Meeting posted for public awareness and attendance on DPS Website and Maine State Police Website on 10/20/2020. Also forwarded to legislative council calendar and legislative committees on 11/3/2020 (Judiciary and CJ&PS).
- <https://www.maine.gov/dps/msp/specialty-units/MIAC/Meeting>
- <https://www.maine.gov/dps/news/meetings.html>
- The MIAC Advisory Board will be holding its next meeting on Wednesday, December 2 at 8:15 AM. Due to the current pandemic and in the interest of public health and safety, MIAC will be holding a virtual meeting for members of the board pursuant to PL 2019, c. 617 and 1 MRS Section 403. Please use information below to attend either electronically via computer, smartphone or telephonically.

MIAC Advisory Board Meeting  
 Wed, Dec 2, 2020 8:15 AM - 12:15 PM (EST)  
 Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/153355717>

You can also dial in using your phone.

United States: +1 (669) 224-3412

- One-touch: tel:+16692243412,,153355717#

- Access Code: 153-355-717

Start and end times below are an approximation

The MIAC Advisory Board Reserves the right to enter executive session pursuant to 1 MRS §405(6) as needed.

1. 8:00-8:25 Setup on Go To Meeting for participants and attendees
2. 8:30-8:40 Welcome, Introductions and Code of Conduct for Meeting (Chairwoman Collins)



3. 8:45-9:15

- Presentation and Discussion of MIAC Audit Report Discussion (Public)
  - Feedback from Michael Feldman and Chairwoman Collins on new process
  - Discussion modifying process for the sake of time without compromising PCRCL. (Respectful and mindful of board members time)
  - Suggested change to process ex. 10, 10, 10 plus E-Guardian entries
  - Proposed Changes to questions on Audit Template
    - Rewording of Question 10
    - Eliminating Question 12

- DPS legislative proposal 14 reference MIAC annual reporting bill

4. 9:15-11:00 (Executive Session) Called on motion pursuant to 1 MRS Sections 405(4), 405(6)(A)(1), 405(6)(F), 16 MRS under applicable provision of Chapter's 7 and 9 and applicable federal law and regulations ex. 28 CFR Part 20 and 6 USC Section 482(e).

- ❖ A separate invite will be created for board members and applicable personnel for this portion of the meeting to ensure the integrity of the executive session in accordance with applicable laws.

- Executive Session Topics
  - Review and discussion of specific law enforcement sensitive audit records and documentation
  - Overview of Sovereign Citizens

5. 11:00-11:15 Break (when we return we will resume normal session using original invite)

6. 11:15-11:45

- New Business
  - ✓ Staffing additions to the MIAC
    - CDC
    - DOC
- Old Business
  - Still need to stagger board members terms
- General Discussion

7. 12:00-12:15 Adjournment



## Notes from MIAC Advisory Board Meeting on 12/20/202

The following in substance is a summary of the meeting and should not be viewed or treated as a literal transcription.

- It is important to note that although MIAC's Advisory Board is exempt from record keeping requirements pursuant to 1 MRS §403(6) we nonetheless maintain and publish them in the interest of transparency and clarity.

### IN ATTENDANCE

Because this meeting was attended remotely, and attendees are not required to identify themselves it is possible there are people who attended that are not captured below.

Mike Feldman-Private Citizen

State Police Staff Attorney and MIAC Privacy Officer Christopher Parr

Hancock County Emergency Management Director Andrew Sankey

FBI Resident Supervisory Special Agent Gregory Hughes

Maine State Police Major Brian Scott (had to leave early)

Maine State Police Sgt. Mathew Casavant-MIAC Deputy Director

James Landau-Critical Infrastructure Representative

Adjutant General Douglas Farnham

Chairwoman Tracy Collins-Private Attorney

Reggie Parson- Legislative Aid to Maine Speaker of the House

Attorney General Aaron Frey

Maine State Police Lieutenant Michael Johnston-MIAC Director

Welcome from Chairwoman Collins

- General Role call and introductions.

Agenda begins

- Presentation and discussion of MIAC report.
  - o Feldman
    - Few people seem to know MIAC exists.
    - Impressed with transfer of information.



- Collins
  - Enlightening process.
  - Thorough. Deliberate choices.
  - Time consuming. Address efficiency? May make sense to modify process.
- Lt. Johnston
  - Review of current selection process. Randomized percentage, chosen by board members, and E-guardian entries. Up to 70 entries can be chosen. Time consuming for all involved. Reminder, advisory board members are volunteers who are donating a substantial amount of time to this process.
    - Ideas to modify process. Limit entries to be reviewed.
      - Instead of 3% maybe 10 entries
      - Picked by members increase from approximately 5 to 10.
      - E-Guardian entries.
    - Feldman wants to ensure a variety of subjects to be addressed. Doesn't want the focus to be on time.
    - Collins- Board selection from 5 to 10-time difference? Selection process from board members of entries extremely useful.
    - Johnston
      - Believes suggested plan would reduce 40-50% quantity of entries to review.
      - Possibly eliminate administrative entries and clearly state that in audit.
      - Board member selections created significant discussions that were valuable.
  - VOTE TO CHANGE PROCEDURE AS DISCUSSED
    - Sankey moves the issue to change
    - Feldman 2nds
    - Voted all in favor. – moved.
- Review of audit form questions.
  - Question 10- "Does the record avoid broad/ vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations."
    - Johnston - Believes form should re-word the question to avoid the negative connotation if answered no. Change "avoid" to "used"
    - Collins- use of the word "avoid" suggests the decision of MIAC on documents that were created outside of MIAC.
    - Hughes- Requests clarification of change specifically. Understands general concept of terminology's negative cogitation.
    - Landau- Should there be a 10-A to indicate the further follow up question. Along the lines of 12-A.
      - Casavant believes something along the lines of "were those necessary" in description of who or what was being described. Use the verbiage in 11-A?



- Landau- What is the reason for the usage of the descriptor- Does the descriptor lead to the reason of the entry?
  - Collins- Types of records are so varied. Believes the 11-A verbiage to catch the appropriateness of the descriptor in the question.
- Casavant- Terminology doesn't necessarily drive the action but does provide needed context. These descriptors are commonly used.
- Johnston- Properly sourced descriptors/ labels can be used appropriately
- Landau- 12-A describes an inappropriate use. Is the record neutral.
  - Johnston- First layer of defense is the trained personal in MIAC. Audit is 2<sup>nd</sup> layer of defense.
- Collins- Is the net effect of used term trigger conduct or action too narrow?
  - Johnston- Can include a "b" "c" to widen the net of discussion if needed.
- Parr- Sometimes cases have multiple attachments which can become complicated when reviewing questions.
- Feldman- Can we review the motivation?
  - Parr- Recalls one document that was a FYI that no action was taken.
- Sankey-These descriptors exist for a reason. If we squash the usage of the terminology might pose a problem with action from MIAC or hamper them operationally.
  - Johnston- Non investigative unit. It is the law enforcement agencies who decide if the information is acted upon.
  - Sankey- Sanitizing intel? Believes it would be a" slippery slope" and difficult to control.
  - Johnston- Might be difficult to review if 10-B option was used.
  - Sankey- Can't control what is fed into you. Only can control your work product.
- Collins- Suggests table and review question next meeting. Wants to make change before next audit.
  - Sankey agrees deferral. Requests some revised language to review.
  - Johnston- will provide options for board members to review before next meeting.
- Questions 12 and 13- Does the record include/reference religious terminology? Same question?
  - Sankey- Considers it to be redundant.
    - Feldman- Redundant
    - Hughes- Redundant. Change in 10 may make 12 and 13 both unnecessary.



- Collins- if 12-13 was eliminated, would want a religious term to be included in examples in 10 to flag to auditor that religious terms are included. Wants to make clear that's folded in.
  - Alternative keep 13 and remove 12.
  - Parr- agrees 12-13 should not be folded into 10. Religion is a first amendment activity.
- Hughes- extremists are not protected.
- Parr- Protest held at church is example, in that religion was referenced, but the reference was incidental and neutral-Collins suggests to table and receive options same in 10.
- Farnham- is there a distinction between MIAC document and outside document.

#### BOTH QUESTIONS Tabled PENDING OPTIONS SUPPLIED TO BOARD AT NEXT MEETING

- Johnston- Update board on DPS legislative proposal that would require an annual report to be filed with the legislature.
- Johnston- Maine State Police general order. Review order sent out to members via e-mail.
  - Johnston making the decision for investigation.
  - Example- subject sending hundreds of e-mails to MIAC and other agencies. MIAC investigates and subject is charged with harassment.
- Collins moved to start Executive Session. Sankey and Feldman 2<sup>nd</sup>. None opposed.

#### EXECUTIVE SESSION- CONFIDENTIAL

Executive Session) Called on motion pursuant to 1 MRS Sections 405(4), 405(6)(A)(1), 405(6)(F), 16 MRS under applicable provision of Chapter's 7 and 9 and applicable federal law and regulations ex. 28 CFR Part 20 and 6 USC Section 482(e).

Additional attendees:

Criminal Intelligence Analyst from MIAC

Maine Law Enforcement Officer

- Overview of Sovereign Citizen program
  - Considerations while vetting. Common terminology and actions.
    - MIAC'S Vetting process flow chart and internal process.
  - Sovereign Citizens in Maine statistics and examples.
  - Questions?
    - Sankey- What is the difference between vet and investigation?



- Johnston and Casavant- Criminal investigation vs. MIAC vetting process.
- Parr- Review language for conciseness in general order?
- Landau- Are other groups vetting in similar manner?
  - Johnston- Process is specific to sovereign citizens and anti-government extremists. Process could be applied to other extremist groups, but criteria is different. Could be interchangeable for other groups.
  - Hughes- don't investigate members of a group. Must be a criminal action behind it.
  - Parr- Calling yourself "sovereign citizen" is not enough to enter these individuals into the system.
- Johnston- Not CFR system.
- Feldman- What happens during a traffic stop with a Sovereign Citizen?
  - Johnston- Most likely MV summons. Depends how subject responds, their behavior and actions dictate response from law enforcement.
- Law Enforcement Officer Presentation
  - Recalls personal experience with Sovereign Citizen stop.
    - Lien gets put on house by subject. Letters threatening lawsuits.
    - Parr- Time and resources devoted to case.
  - Legislation introduced to protect people.
- Johnston- Video presentation
  - Motor Vehicle stop of sovereign citizen.
  - Review of situational awareness bulletin.
  - Video
- Internal Directives re: Sovereign citizens. Discussion.
  - Sankey- Not comfortable with "anti-government extremist" phrase. Needs additional clarifier or language. Believes it's too broad.
    - Use language and definitions from FBI. Either tighten definition or broaden it past sovereign citizens.
  - Parr- Identification of Sovereign Citizens. What constitutes sovereign citizens.
    - Sankey- goes back to vetting versus investigation
    - Feldman- Where is the line between statements and actions?







- Mental health underpinnings.
- Subject charged.
- Concerns with release of JUV information into the E-Guardian system.
  - Sankey- Comfortable with content with or without charge.
  - Feldman- Comfortable with example unsure of non-criminal option.
    - Casavant- Example of searching school shootings on internet.
  - Farnham- Expects the release of this information from MIAC. Concerns with what is done with this information. Ais on the side of public safety.
  - Collins- Documenting for situation awareness is useful to understand possible future behavior. Best common sense. Case by case basis. Appropriate to preserve this information.
  - Casavant- Reviews access of E-Guardian vs. Spillman access.
  - Parr- Concerned with data breach possibilities. JUV info released as well as victim's information.
    - Possible that a mental crisis for a 16-year-old could impact the future of this JUV when it comes to a job interview.
    - Sgt. Casavant pointed out that E-Guardian is a restricted law enforcement database that is not checked by employers.
  - Sankey- Understands concerns but due to the security of the E-Guardian systems still believes this information should be submitted.
  - Feldman- Agrees with Sankey's reasons.
  - Casavant- Makes point that this system is not accessed by subjects for things like job applications.
    - School shootings had indications that could have been used to avoid. Mental crisis can get quite bad quickly.
  - Johnston- References Parkland Incidents where information was known but not acted on or shared. References statutes and laws in place to protect. Appropriate release

BACK TO PUBLIC SESSION



Making a motion to leave executive session into public.

Johnston moved, Sankey 2<sup>nd</sup>.

Public session

New business

- New Staffing-
  - Additions DOC and CDC.
    - CDC public health analyst position is related to the opioid overdose epidemic
    - The MIAC and this position are not involved with COVID 19 contract tracing etc. with CDC

Collins - Moves we take rest of agenda to next meeting due to time.

- Motion from Sankey, 2<sup>nd</sup> from Feldman.
- Meeting adjourned at 2pm.



Maine Information and Analysis Center Advisory Board Agenda  
 Chairwoman Tracy Collins  
 And  
 Lieutenant Michael Johnston  
 Maine State Police  
 Meeting Date: 2/17/2020 at 1:00 PM

- Location: Attended Remotely Via Go to Meeting Application
- Meeting posted for public awareness and attendance on DPS Website and Maine State Police Website. Also forwarded to legislative council calendar and legislative committees. (Judiciary and CJ&PS).
- <https://www.maine.gov/dps/msp/specialty-units/MIAC/Meeting>
- <https://www.maine.gov/dps/news/meetings.html>
- The MIAC Advisory Board will be holding its next meeting on Wednesday, February, 17 at 1:00 PM. Due to the current pandemic and in the interest of public health and safety, MIAC will be holding a virtual meeting for members of the board pursuant to PL 2019, c. 617 and 1 MRS Section 403. Please use information below to attend either electronically via computer, smartphone or telephonically.

MIAC Advisory Board Meeting  
 Wed, February 17, 2021 1:00 PM-3:00 PM (EST)  
<https://global.gotomeeting.com/join/471369797>

You can also dial in using your phone.  
 (For supported devices, tap a one-touch number below to join instantly.)  
 United States: +1 (408) 650-3123  
 One-touch: <tel:+14086503123,471369797#>  
 Access Code: 471-369-797

Start and end times below are an approximation

The MIAC Advisory Board Reserves the right to enter executive session pursuant to 1 MRS §405(6) as needed.

1. 1:00-1:10 Setup on Go To Meeting for participants and attendees  
 Welcome, Introductions and Code of Conduct for Meeting  
 (Chairwoman Collins)



2. 1:10-1:45      Clean-up of business from prior meeting
  - Look at draft version of revised PCRCL Audit Template
  - Review updated audit policy regarding sample size of entries to be reviewed
  - Review Maine State Police General Order on MIAC
    - Definition of investigation versus analysis
3. 1:45-2:00: MIAC Legislative Update
4. 2:00-2:30 (Executive Session) Called on motion pursuant to 1 MRS Sections 405(4), 405(6)(A)(1), 405(6)(F), 16 MRS under applicable provision of Chapter's 7 and 9 and applicable federal law and regulations ex. 28 CFR Part 20 and 6 USC Section 482(e).
  - ❖ A separate invite will be created for board members and applicable personnel for this portion of the meeting to ensure the integrity of the executive session in accordance with applicable laws. we will resume normal session using original invite)
  - Executive Session Topics
    - Review of Policy on Sovereign Citizens and Anti-Government Extremists
5. 2:30-3:00: General Discussion
6. 3:00: Adjournment



Notes from MIAC Advisory Board Meeting on 2/17/2021 at 1:00 PM

The following in substance is a summary of the meeting and should not be viewed or treated as a literal transcription.

- It is important to note that although MIAC's Advisory Board is exempt from record keeping requirements pursuant to 1 MRS §403(6) we nonetheless maintain and publish them in the interest of transparency and clarity.

**IN ATTENDANCE**

Because this meeting was attended remotely, and attendees are not required to identify themselves it is possible there are people who attended that are not captured below.

**Advisory Board Members**

Michael Feldman-Private Citizen

State Police Staff Attorney and MIAC Privacy Officer Christopher Parr

Hancock County Emergency Management Director Andrew Sankey

Maine State Police Major Brian Scott

Maine State Police Sgt. Mathew Casavant-MIAC Deputy Director

James Landau-Critical Infrastructure Representative

Chairwoman Tracy Collins-Private Attorney

Maine Emergency Management Agency Deputy Director Joe Legee

Attorney General Aaron Frey

Maine State Police Lieutenant Michael Johnston-MIAC Director

- Not in Attendance
  - Adjutant General and Maine Homeland Security Advisor Douglas Farnham
  - FBI Supervisor Special Agent Greg Hughes

**Other Attendees**

Sen. Susan Deschambault

Rep. Charlotte Warren

Rep. Bill Pluecker

Sen. Scott Cyrway



Brendan McQuade-Professor University of Southern Maine

Reggie Parson- Legislative Aid to Maine Speaker of the House

Nathan Bernard-Maine Beacon

Rep. Victoria Morales

Rep. Grayson Lookner

- ❖ It should be noted that not all attendees who are not part of the board are represented above. People do not have to announce their attendance when asked and some may join and then leave the meeting throughout its course or listen in by phone.

1:07pm Meeting called to order.

- Introductions of attendees.

1:13pm Begin Agenda

- ❖ Revisit topics from last meeting
  - Revision of audit template language based on recommendations from board at last meeting.
    - Question 10- Review- proposed language for clarity
    - Question 12 + 13 dealing with religious references and terminology. These questions are redundant in it was recommended that one could be deleted without impacting PCRCL
- ❖ VOTE: Sankey moves to vote on the recommended language. Feldman seconds.
  - Sankey, Moffit, Feldman, Collins, Frey, Landau vote in favor.
- ❖ Discussed MIAC's Privacy Audit Policy. Changes were made to policy based on recommendations from last board meeting regarding number of entries audited. Changes were made in the interest of board members time.
- ❖ Reviewed proposed language in Maine State Police General Order on the MIAC.
  - Distinctions were made between criminal investigation vs. intelligence analysis terminology. This is an important distinction particularly as it relates to PCRCL concerns and perceptions.

Question from Nathan Bernard- regarding the selection of topics during the audit. Can items be chosen? Asked for clarification on private citizen selection and make-up of audit team. Question will be followed up with Lt. at end of meeting.

Question from Rep. Charlotte Warren- clarification requested on terminology discussion. Lt. Johnston explains how MIAC is a fusion center which is different from a police criminal intelligence unit.

- ❖ A legislative update from Lt. Johnston.



- 1 bill submitted by Deschambault
- 1 bill submitted by Warren.
- Director Sankey asked how Representative Warrens proposed bill that would abolish funding for the MIAC would affect the Department of Homeland Security's mandate regarding fusion centers.
- Lt. Johnston advised that discussion would be limited until bill(s) are presented in official channels and follows agency policy making process.

1:45PM-

- ❖ Motion to move to Executive Session due to information which is confidential by statute by Collins (Called on motion pursuant to 1 MRS Sections 405(4), 405(6)(A)(1), 405(6)(F), 16 MRS under applicable provision of Chapter's 7 and 9 and applicable federal law and regulations ex. 28 CFR Part 20 and 6 USC Section 482(e).)
- ❖ Sankey seconds.
- In favor Sankey, Landau, Legee, Frey, Feldman, Moffitt, Major Scott.

1:54PM

Executive session comes to order (new invite was sent for Executive Session)

### **Attending Executive Session**

Lt. Johnston, Moffitt, Landau, Legee, Frey, Casavant, Sankey, Collins, Major Scott, Parr, Feldman

- ❖ Sovereign Citizens extremists or anti-government extremist's internal policy developed. Review of need of clarification for terminology. Federal terminology definition document included.
- ❖ Sankey and Frey question. Regarding Appendix B. Why is out of state intelligence product included?
  - Casavant – Good guide or historical perspective.
  - Moffitt- Feels like this type of guideline document is often included
  - Frey- Feels there needs to be clarification and clear reasoning why NJ document is included.
    - Lt. Johnston- Should we include MIAC's situational awareness documents for Maine?
    - Sankey believes that is much more representative.
    - Casavant- MIAC has not produced a specific analytical intelligence product on this topic.
    - Feldman- As a citizen thinks a NJ document might be misunderstood.
    - Major Scott- Explains the helpfulness of such a mature analytical product.
    - Frey- Could a context be provided in the memo regarding appendix B.
    - Lt. Johnston reviews provides some suggestions to address board members concerns.
      - A provide context for out of state of product, e.g. to inform, provide context and comparison



- Additional situation awareness documents to be included specific to Maine to show contextual relevant of topic.
  - Parr pointed out that we needed to be mindful of privacy policy and involvement of creating documents of something that is not a crime.
    - Sankey concerned that the sovereign citizen is most likely to bring litigation legitimate or otherwise. What are the risks of sovereign citizens in State of Maine?
    - Moffitt- Sees value in including product. Not limited in value to just that state but also provides nationwide perspective.
  - Sgt. Casavant recommends removing all appendices until further discussion is possible.
  - Lt. Johnston- in the interest of having a working policy and not waiting for the next meeting to finalize MIAC will remove references to the out of state analytical product and only include the terminology guide. MIAC may look to include other products more specific to Maine in future iterations of the policy. MIAC will advise board if that takes place.
- 2:30 Executive session adjourned-resumed public meeting portion
- 2:33 General discussion.
- Sankey: Brought up unresolved matter regarding board members terms.
    - Lt. Johnston reviewed draft language for MIAC Advisory Board by-laws regarding terms of board members. Members serves minimum of 3 years. Col. can extend terms not to exceed 6 years consecutively.
      - Sankey believes drafted language addresses concern.
      - Parr points out answer to previously addressed question of member appointment.
- 2:39 pm – No other questions or comments. Meeting adjourned by Collins.





## **MAINE STATE POLICE MAINE INFORMATION & ANALYSIS CENTER**

### **MIAC Privacy/Civil Liberties/Civil Rights (P/CL/CR) Audit Policy**

The purpose of this policy is to establish the process the MIAC will follow when conducting privacy/civil liberties/civil rights (P/CL/CR) audits, which are intended to help to continually improve the Center's compliance with the MIAC P/CL/CR Policy.

The following process shall be followed when MIAC P/CL/CR audits are conducted:

1. The MIAC Director, the MIAC Compliance Officer, the MIAC P/CL/CR Officer, the Public Member of the MIAC Advisory Board, and a Member of the Board selected by the Board's Chair (the "Audit Team") shall conduct the P/CL/CR audit. If the Public Member of the Board cannot participate in an audit, then the Chair shall select another Member of the Board to participate.
2. The MIAC Director shall determine the timeframe for which the P/CL/CR audit will account.
3. To avoid any actual or perceived selection bias during the audit process, MIAC will pick activity entries at random using the "Research Randomizer" website ([www.randomizer.org](http://www.randomizer.org)). A random sample of ten (10) MIAC Activity Report entries ("AR entries") for the timeframe specified shall be audited, as well shall be all entries made by the MIAC into the Federal eGuardian system during the timeframe. In addition, both of the Board Members participating in the P/CL/CR audit each shall select ten (10) AR entries to be audited from the range of AR entry report

Amended 12/12/2020

Lt. Johnston and Chris Parr

numbers that are used to generate the random sample. If any AR entry resulting from the random selection process is an administrative entry (such as a “watch desk duty” entry), that entry shall be discarded and a new one shall be randomly selected.

4. The AR entries to be audited – including the ten selected (twenty (20) total) by the respective Board Members – shall be disseminated to the Audit Team no later than fourteen (14) calendar days prior to the date of the P/CL/CR audit.
5. The MIAC Compliance Officer shall prepare a summary of each AR entry that will be reviewed during the P/CL/CR audit. The summaries may be prepared before, during, and/or following the audit. The summaries of the respective AR entries that are prepared by the MIAC Compliance Officer shall be forwarded to the MIAC P/CL/CR Officer for later inclusion in the MIAC evaluation forms described in section 6. The content summary should be de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC’s activities.
6. A MIAC-designed evaluation form based on the Department of Homeland Security P/CR/CL Audit Guidance for the State, Local, Tribal, and Territorial Intelligence Component product, shall be used to audit each MIAC Activity Report entry, including all attachments to each entry.
7. The Audit Team shall meet on the date of the P/CL/CR audit to conduct the audit, either in person or virtually.
8. During the audit process, members of the audit team are encouraged to engage in constructive discussions regarding MIAC’s activities with respect to privacy, civil rights and civil liberties. Members of the audit team are also encouraged and expected to identify any activities, operations or practices which arise during the audit that should be brought forward to the MIAC Advisory Board for additional discussion and consideration.

9. Once the Audit Team has completed the P/CL/CR audit, the evaluation forms shall be finalized by the MIAC P/CL/CR Officer. The P/CL/CR Officer shall include in the appropriate AR entry evaluations forms the AR report entry summaries prepared by the MIAC Compliance Officer.
10. The MIAC P/CL/CR Officer shall prepare a report of the Audit Team's key findings. In addition, each of the Board Members participating in the P/CL/CR audit shall prepare a brief evaluation of the P/CL/CR audit and the P/CL/CR audit's findings to independently append to the audit report.
11. Once the P/CL/CR audit report is finalized and the evaluations of the two Board Members have been appended to the report, the report is complete.
12. The P/CL/CR audit report then shall be presented to the full Advisory Board at its next-scheduled meeting.

MAINE INFORMATION & ANALYSIS CENTER ("MIAC") PRIVACY AUDIT

RECORD EVALUATION FORM

Updated 12/3/2020

RECORD IDENTIFICATION NUMBER:

SUMMARY OF RECORD(S) EVALUATED\*

*\*The content summary should be a de-identified information regarding each activity report that can lawfully be disseminated publicly in the interest of promoting transparency and clarity on MIAC's activities.*

#	QUESTION	YES	NO	NA
1	Does the RECORD provide information that is consistent with the MIAC's mission?			
2	Was the RECORD disseminated by the MIAC to any agency or person?			
	A. If the RECORD was disseminated, is there documentation evidencing that it was reviewed and approved prior to its dissemination?			
	B. If the RECORD was disseminated and it originated from another source (e.g., another law enforcement agency), did MIAC review and approve the RECORD in the same manner in which MIAC would review and approve its own RECORDs prior to their dissemination?			
	C. If the RECORD was disseminated, was it repurposed or revised by MIAC for a new audience?			
	(1) If so, was the RECORD appropriately re-labeled or labeled as necessary prior to MIAC's dissemination of the repurposed or revised RECORD?			
3	Does the RECORD require labels or ratings relating to the confidence or reliability of the information in the RECORD?			
	A. If so, are such labels or ratings included in the RECORD?			
4	Does the RECORD require any use or dissemination limitations or restrictions (legal or otherwise), given its content?			
	A. If so, are such limitations or restrictions expressly stated in the RECORD?			
5	Are any opinions of MIAC personnel stated in the RECORD?			
	A. If so, are the opinions expressly labeled or otherwise identified as such?			
6	Does the RECORD contain personally identifying information ("PII")?			

	A. If so, was the inclusion of the PII necessary?			
	B. If so, does the PII included in the RECORD relate to minors, victims of domestic violence, victims of sexual abuse, participants in substance abuse programs, or participants in mental health treatment programs?			
	(1) If so, was the PII necessary to include in the RECORD, given the information being provided in the RECORD?			
7	When it was originally reviewed, was the RECORD found to include erroneous data?			
	A. If so, was the RECORD amended or rescinded as a result?			
8	Does the RECORD expressly identify the audience for whom the RECORD is intended?			
9	Does the RECORD expressly state when the RECORD should be disregarded or otherwise purged?			
10	Does the RECORD use broad, vague descriptors (e.g., "extremist," "radical," "far left," "far right," etc.) of persons and organizations?			
	A. If so, was the use of the descriptors appropriate given the purpose of the information provided in the RECORD?			
	B. If the response to "A" is "NO," was the RECORD prepared by the MIAC?			
11	Does the RECORD include demographic descriptors pertaining to one or more individual's race, ethnicity, gender, national origin, religion, sexual orientation, or gender identity?			
	A. If so, were those descriptors appropriate to include, given the information being provided in the RECORD?			
12	Does the record discuss or reference religion?			
	A. If so, is the discussion of or reference to religion neutral?			
13	Does the RECORD relate to First Amendment-protected activity (" <i>Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.</i> ")			
	A. If so, does the RECORD include any necessary and appropriate qualifiers or context regarding First Amendment-protected activities to which the RECORD relates?			
	B. If so, was there a compelling reason to create the RECORD?			
	C. If so, was the RECORD narrowly-tailored to achieve that purpose?			

**NOTES/COMMENTS**



## MAINE STATE POLICE GENERAL ORDER

**E-142**

**SUBJECT:** MAINE STATE POLICE, MAINE INFORMATION & ANALYSIS CENTER

**EFFECTIVE DATE:** 02.26.2021

**EXPIRATION DATE:** 02.26.2028

**RECENT HISTORY:** AMENDED (02.26.2021); NEW (02.03.2021)

**DISTRIBUTION CODE:** 2 (MAY BE PUBLICLY DISCLOSED)

**APPLICABILITY CODE:** C, S, Z

**SIGNATURE OF COLONEL:**

### I. PURPOSE

1. The purpose of this General Order is to establish the policy generally governing the Maine Information & Analysis Center.

### II. POLICY

1. The policy of the Maine State Police is to administer the Maine Information & Analysis Center ("MIAC"), the fusion center of the State of Maine.

### III. DEFINITIONS

1. For the purposes of this General Order, the terms included in this section are defined as follows, unless otherwise indicated in the order.

- A. Colonel. “Colonel” means the Chief of the Maine State Police, or her or his designee.
- B. Fusion center. “Fusion center” means a state-owned and operated center that serves as a focal point in states and major urban areas for the receipt, analysis, gathering, and sharing of threat-related information between State, Local, Tribal and Territorial (SLTT), federal, and private sector partners. *See* <https://www.dhs.gov/fusion-centers>.
- C. Investigation. “Investigation” means an inquiry by which a sworn law enforcement as defined by 17-A MRS §2(17) gathers and assesses facts as a direct result of a complaint that has been made by one or more individuals, and civil or criminal charges could result directly from that officer’s inquiry. “Investigation” does not include crime analysis or intelligence analysis, which includes the collection, analysis, and/or evaluation of information from a variety of sources in order to develop and disseminate actionable intelligence in support of law enforcement activities.

#### **IV. PROCEDURE**

##### **1. PURPOSE**

- A. The purpose of the MIAC is – for criminal justice, national security, and public safety purposes only – to seek, acquire, and receive information, analyze such information, and, when lawful and appropriate, retain and disseminate such information to individuals and agencies permitted access to the information.
- B. The primary responsibilities of the MIAC include conducting complex and technical research and analysis in connection with criminal, anti-terrorism, and homeland security investigations; writing reports and presenting oral briefings; and developing analytical products.

##### **2. GUIDING PRINCIPLES**

- A. In carrying out its work, the MIAC shall act in accordance with:
  - 1. Maine Gubernatorial Executive Order 24 FY 06/07, “An Order Establishing the Maine Intelligence Analysis Center”;
  - 2. The MIAC Civil Liberties/Civil Rights/Privacy Policy (MIAC CL/CR/P Policy);
  - 3. Applicable laws, regulations, and policies, including, but not limited to, 16 M.R.S. c. 9, 28 C.F.R. Pt. 23, and applicable State of Maine, Department of Public Safety, and Maine State Police General Orders and policies; and
  - 4. Applicable Department of Homeland Security grant requirements.

- B. The MIAC at times may seek guidance on civil liberties-/civil rights-/privacy-related issues and questions from the MIAC Advisory Board, which is formed in accordance with the MIAC Advisory Board Bylaws.
- C. The MIAC and personnel thereof shall **not**:
  - 1. Conduct investigations on behalf of the MIAC absent the prior authorization of the MIAC Director to do so;
  - 2. Execute or conduct searches that require Court-approved search warrants or other judicial processes such as a grand jury subpoena absent the prior authorization of the MIAC Director to do so.
- D. When required or requested to do so, the MIAC shall:
  - 1. Provide case support and research for crimes of a complex or multi-jurisdictional nature;
  - 2. Assist with ongoing incidents, such as incidents involving hostages and/or barricaded subjects and incidents involving missing persons;
  - 3. Disseminate situational awareness and crime bulletins;
  - 4. Assist in planning the execution of search warrants per Maine State Police General Order E-119; and
  - 5. Provide criminal justice agencies with types of support consistent with the types of support listed above.
- E. Each partner agency that provides personnel to work in the MIAC shall execute a Memorandum of Understanding with the MIAC that sets forth the parameters of such work and the responsibilities of the respective Parties to the MOU.

### 3. MIAC COMMAND STRUCTURE

#### A. MIAC Director

- 1. The MIAC is under the command of a Maine State Police Lieutenant appointed by the Colonel, except when the Director is unavailable, in which case the MIAC shall be under the command of the Director's designee, or, if the Director is unable to designate someone, then the MIAC shall be under the command of the designee of the Colonel.
- 2. The MIAC Director shall have primary responsibility for the operation of the MIAC.
- 3. The MIAC Director is responsible for –
  - a. All MIAC information technology system (“MIAC ITS”) operations;
  - b. Coordinating and managing MIAC personnel;



- c. Acquiring, retaining, evaluating, assessing the quality of, analyzing, destroying, sharing, and disclosing information maintained by the MIAC;
    - d. Enforcing the provisions of the MIAC Privacy Policy; and
    - e. Community outreach.
  - B. In accordance with and as described in the MIAC CL/CR/P Policy, there also shall be a MIAC Privacy Officer, a MIAC Compliance Officer; and a MIAC Security Officer.
  - C. In accordance with and as described in the MIAC CL/CR/P Policy, there also shall be a MIAC Advisory Board.
- 4. MIAC PERSONNEL
  - A. MIAC personnel shall include –
    - 1. Sworn and civilian employees of the Maine State Police assigned to work with or at the MIAC;
    - 2. Employees of Federal, State, County, and Municipal partner agencies who have been assigned by those agencies to work with or at the MIAC;
    - 3. Contractors.
- 5. SUBMISSION OF INFORMATION BY SWORN MAINE STATE POLICE PERSONNEL TO THE MIAC
  - A. Whenever practicable, sworn Maine State Police personnel shall report information to the MIAC reasonably indicative of the following:
    - 1. Preoperational planning of terrorism or significant criminal activity;
    - 2. Criminal incidents involving violence;
    - 3. Homicides and suspicious deaths;
    - 4. Bomb threats;
    - 5. Suspicious powder incidents;
    - 6. Explosive incidents involving a device or suspected package;
    - 7. Encounters with suspected Sovereign Citizens;
    - 8. Encounters with suspected members of Street Gangs;
    - 9. Encounters with violent offenders that pose a risk to officer safety.

**NOTICE**

**THIS GENERAL ORDER IS FOR USE OF THE MAINE STATE POLICE AND NOT FOR ANY OTHER AGENCY. THE GENERAL ORDER IS NOT INTENDED**

**TO BE RELIED UPON BY ANY OTHER INDIVIDUAL OR PRIVATE OR PUBLIC AGENCY. THE GENERAL ORDER EXPRESSLY DOES NOT CREATE, AND IS NOT INTENDED TO CREATE, A HIGHER LEGAL STANDARD OF SAFETY OR CARE IN AN EVIDENTIARY SENSE WITH RESPECT TO THIRD-PARTY CLAIMS. VIOLATIONS OF THIS ORDER ONLY MAY FORM THE BASIS FOR ADMINISTRATIVE SANCTIONS BY THE MAINE STATE POLICE.**