

Inventory of Private or Confidential Data on Individuals Maintained by Minnesota Public Utilities Commission

This document identifies the name, title, and address of the Responsible Authority for the Minnesota Public Utilities Commission (Commission) and describes private or confidential data on individuals maintained by the Commission (see Minn. Stat. 13.05 and Minn. Rules 1205.1200).

This document is also part of the Commission's procedures for ensuring that not public data are only accessible to individuals whose work assignment reasonably requires access (see Minn. Stat. 13.05, subd. 5). In addition to the employees listed, the Commission's Responsible Authority will also have access to all not public data on an as needed basis as part of a specific work assignment.

The Commission's Responsible Authority and Data Practices Compliance Officer is:

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Direct all questions about this document to the Responsible Authority.

Name of Record, File, Process, Form or Data Type	Description (Understandable to General Public)	Data Classification	Citation for Classification	Employee Work Access
Utility Customer Data	Data about a customer who files a complaint about a telephone company or public utility that would reveal their identity	Private data on individuals	M.S. 13.679, subd. 2(a)	Consumer Affairs Office, others as needed for work responsibility
Program Eligibility Data	Data about a customer that is collected to administer federal or state programs that provide bill relief or cold weather rule enforcement.	Private data on individuals	M.S. 13.679, subd. 2(b)	Consumer Affairs Office, others as needed for work responsibility
Utility Disconnection	Data about electric and natural gas disconnections provided to cities	Private data on individuals	M.S. 216B.0976, subd. 2	Consumer Affairs Office, others as needed for work responsibility
Utility Expense Data	Data on the salary or expenses of some utility employees	Private data on individuals	M.S. 216B.16, subd. 17(c)	Certain employees as needed for specific work assignments
Security Information	Data that would substantially jeopardize the security of information, possessions, individuals or property against theft, tampering, improper use, attempted escape, illegal disclosure,	Private	M.S. 13.37	Certain employees as needed for

	trespass, or physical injury, if the data were released to the public			specific work assignments
Civil Investigative Data	Data that are collected in order to start or defend a pending civil legal action, or because a civil legal action is expected	Public or Confidential	M.S. 13.39	Certain employees as needed for specific work assignments
Social Security Numbers	Social Security numbers assigned to individuals	Private	M.S. 13.355	Human Resources, others as needed for work responsibility
Personnel Data	Data about employees, applicants, volunteers, and independent contractors; labor relations information	Public or Private	M.S. 13.43; 179A.03, subd. 4	Human Resources, others as needed for work responsibility
Continuity of Operations	Personal home contact information used to ensure that an employee can be reached in the event of an emergency or other disruption affecting continuing of operation of a government entity	Private	MS 13.43, subd. 17	Certain employees as needed for specific work assignments
Personal Contact and Online Account Information	Telephone number, email address and usernames and passwords collected, maintained, or received by a government entity for notification purposes or as part of a subscription list for an entity's electronic periodic publications as requested by the individual	Private	MS 13.356	Certain employees as needed for specific work assignments
Attorney Data	Data related to attorney work product or data protected attorney-client privilege	Privileged	MS 13.393	Legal Unit, others as needed for work responsibility
Internal Audit Data	Data created, collected, and maintained for the purpose of performing audits and/or relating to an audit or investigation; Working papers gathered or generated until the final report is published or audit becomes inactive	Public, Private, or Confidential	MS 13.392 MS 13.43 MS 13.37	Certain employees as needed for specific work assignments



Sasha Bergman, Executive Secretary

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