Record Sharing Agreement for Governmental Entities

Note: Utah Code Section 63G-2-206(1)(2)(3) states that a governmental entity may provide a record that is private, controlled, or protected to another governmental entity, a government-managed corporation, a political subdivision, the federal government, or another state. Further details are defined.

Originating governmental entity information

Agency name: Utah Peace Officer Standards and Training (POST)

Address: 410 West 9800 South

City/State/ZIP: Sandy, Utah 84070

Records officer or contact person: Julie Gomez

Telephone number: (801) 256-2300

Email address: support@utahpost.org

Recipient governmental entity information

Agency name: _____

Address:_____

City/State/ZIP: _____

Records officer or contact person: _____

Telephone number: _____

Email address: _____

Description of records being shared

Description of records requested: _____
_____
_____
Inclusive dates: _____
Reason for sharing records: (ie: pre-employment background check) _____
_____
_____

Records classification designations(s): Private and/or Protected

Legal citation supporting classification designation(s): Utah Code Ann. §§ 63G-2-302(2)(a); 302(2)(d); 63G-2-305(10); 305(11); 305(85); 63G-2-206.

Note: Utah Code Section 63G-2-206(4) says that before disclosing a record or record series to another governmental entity, another state, the United States, a foreign government … the originating governmental entity shall:

> (a) inform the recipient of the record's classification and the accompanying restrictions on access; and

(b) if the recipient is not a governmental entity to which [the Government Records Access and Management Act] applies, obtain the recipient's *written agreement* that it will abide by specified access restrictions unless a statute, federal regulation, or interstate agreement otherwise governs the sharing of the record or record series.

Also, Utah Code Section 63G-2-206(6) states that an entity receiving a record is subject to the same restrictions on disclosure of the record as the originating entity.

Recipient entity agrees to abide by the following access restrictions and instructions (Note any conditions if applicable): _____

_____
_____
_____

If recipient entity receives a GRAMA request, originating entity requests that recipient entity

☐ provide access based on instructions herein provided
☐ refer the requester back to the originating entity for access

Signature of chief administrative officer or records officer:

_____Date: _____