

**INDEX OF UIPA
OIP OPINION LETTERS
(NOS. 89-1 THROUGH F22-01)**

Op. Ltr. No.

A

Access: See **REQUESTERS, ACCESS INTEREST OF; –
REQUESTS UNDER UIPA**

ACCREDITATION REPORT91-15

ADDRESSES:

Business

Business Conducted in Home	92-18
Candidate for Promotion, Successful.....	94-8
Certified Payroll Records	89-8
Corporation Employers	02-04
Government Employment	95-2
License or Permit Holder	F16-04
License/Permit Certification Applicants	91-1, 92-18, 07-11
Fund Applicants/Recipients.....	93-1, 05-16
Applicants or Nominees, Boards & Commissions.....	91-8
Partners.....	02-04
Seminar Attendees	89-16
Senior Citizens	99-6
Trust	
Beneficiary	02-04
Trustee	02-04

Home

Applicants

Certification.....	92-18
Dog License.....	90-31
Entry and Activity Permit in Marine Refuge	07-11
Government Employment.....	91-12, 95-2, 06-04
Government Funds/Lands	89-4, 05-16, 07-07
License Applicants, Professional & Vocational	90-10
Arrested Individuals	91-4
Business Address, Used as.....	92-18
Candidate for Promotion, Successful.....	94-8
Citations, Marine Patrol	94-20
Condominium Association Board Members	93-16
Corporation Employees	02-04
Criminal Suspect	99-2
Declarations of Water Use, Filers of.....	90-35
Examination Jurors.....	91-5
Government Employee Subject of Investigation.....	98-5
Hometown	12-01
Law School Faculty.....	91-15
Library Patrons	90-30
Licensed Drivers	92-16
Nominees, Boards & Commissions.....	91-8, 03-04

	<u>Op. Ltr. No.</u>
Partners.....	02-04
Petition Signatories	04-11
Petitioners, Liquor License Protest	94-10
Police Reports	99-2, F20-02, F22-01
Property Owners.....	11-01
Quarantined Animals, Owners' Names.....	93-12
Registration	
Architectural	91-5
Firearms	90-25, 07-01
Vessel.....	99-3
Voter	04-08
Requesters of Conviction Information	96-4
Retirees, Inter-Agency Disclosure	90-24
Seminar Attendees	89-16
Special Treatment Facilities Employees, Officers & Directors.....	89-13
Trust	
Beneficiary.....	02-04
Trust.....	02-04
UIPA Record Requesters.....	90-37, 93-23
Veterans Residing in Hawaii	92-8
Visitor to Kalaupapa Settlement.....	F16-04
Water Service Location	90-29
Workers' Compensation, Work Injury Notices.....	94-21
Mailing	
Government Subsidized Housing Applicants.....	92-11
Hawaiian Home Lands Lessees	91-19
Massage Therapist License Applicants	91-1
Membership List of Citizens' Group.....	93-20
Registered Lobbyists.....	92-12
Post Office Box Numbers	91-19, 92-11, 93-20, 99-6
ADMINISTRATIVE BURDEN	98-4, 02-07, 12-01
"ADMINISTRATIVE CONTROL" OVER RECORDS	95-8, 97-2, F18-03
ADMINISTRATIVE PROCEEDINGS	95-17
ADMINISTRATIVE RULES:	
Agency Interpretations of	90-34
Child Abuse Records	90-5
Confidentiality Provisions	91-13, 91-15, 92-4, 93-7, 94-18, 95-22, 04-05
Conflict with Legislative Enactment	93-7,02-02
Federal Regulations.....	94-13, 03-05
Hearings on.....	01-06
HIPAA.....	03-05, 03-19, 12-01
Motor Vehicle Registration.....	91-13
Name Change Records.....	92-4
Not "State Law" for Purposes of HRS 92F-13(4).....	92-3, 92-4, 94-6, 94-18,04-05
<i>See also</i> OIP RULES; POLICIES AND PROCEDURES	

Op. Ltr. No.

ADOPTION RECORDS 90-23

ADULT RESIDENTIAL CARE HOMES 89-17

Advice (Legal): See **PRIVILEGED RECORDS**

AFFIDAVITS:

 Name Change Petition 92-4

 Voter Registration 90-22

Age: See **BIRTH DATES**

Agencies: See **DEPARTMENTS & AGENCIES**

AGENCY:

 Duties Under the UIPA 02-01

AGENCY, DEFINED:

 Akaku-Maui Community Television, Inc 93-18, 02-08

 Aloha Tower Development Corporation (ATDC) 89-15

 American Bar Association 91-15

 American Law Schools, Association of 91-15

 Architectural Registration Boards 91-5

 Bar Examiners, Board of 93-8

 Board of Water Supply 90-9

 Charter Schools 05-09

 Circuit Court File Room 93-11

 Commissions

 Sexual Orientation & The Law 95-1

 State Water Code Review 94-2

 Convention Center Authority 94-18

 Corporations Operated/Managed on Behalf of State 90-31, 02-08, 09-01

 East-West Center 92-2

 Hawaiian Affairs, Office of 93-1

 Hawaiian Humane Society 90-31, 09-01

 Hawaiian Sovereignty Advisory Commission 94-9

 Ho'ike: Kauai Community Television 94-23, 02-08

 Hybrid Public-Private Entity 09-31, 93-18, 94-23, 02-08, 03-04, 09-01

 Judicial Council 93-13

 Judicial Selection Commission 92-3

 Judiciary

 Administrative Functions Only 90-4, 91-24, 92-3, 92-16, 93-8, 93-11, 93-13, 97-2, F22-02

 Legislature 93-17, 00-01, 02-10, 02-12

 Na Leo 'O Hawai'i 94-24, 02-08

 Office of Disciplinary Counsel 04-02

 'Olelo: The Corporation for Community Television 02-08, 03-04

 Protection and Advocacy Agency of Hawaii 90-21

 Research Corporation of the University of Hawaii (RCUH) 90-27, 90-33

 University of Hawaii 89-9, 90-11

 Villages of Kapolei Association 94-5

 Application, Pesticide Applicator Certification 92-18

AGRICULTURE:

Reports	
Investigations.....	91-6
Loans, Delinquent.....	89-6
Plant Quarantine Inspections.....	94-14

AIRPORTS:

Appraisals, Statewide Property	91-10
--------------------------------------	-------

AMBULANCE:

Employees, Prospective.....	93-5
Hawaii County.....	12-01
Reports	91-33, 05-05

Amounts Owed to Government: See **FEES; FINES; LOANS, GOVERNMENT**

ANIMALS:

Licenses, Dog	90-31
Quarantined Animals, Owners of.....	93-12
Rusti the Orangutan	03-06

APPLICANTS:

Boards and Commissions.....	91-8, 93-13, 93-22, 03-04, 05-04
Certifications	
Pesticide Applicators	92-18
Telecommunications Carrier	F17-02
Civil Service Applications: See Government Employment (below)	
Condominium Association	93-16
Crime Victim Compensation Commission	05-16
Employment History	91-12
Evaluations.....	89-2, 90-14
Firearm Permit	90-25, 07-01
Government Employment	
Criminal History, DOE Applicants.....	92-23
Generally: See PERSONNEL , Applicants	
Police Promotion	94-8
Special Master	89-2
Unsuccessful Job Applicants.....	89-2, 90-14, 91-28, 94-8, 95-2
Grant Application for CBED Program.....	94-15
Hawaiian Home Lands	89-4
Housing, Government-Subsidized.....	92-11
Law School Admission	89-9, 95-10
Library Patrons	90-30
Licenses and Permits	
Building Permits.....	90-20, 99-5
Certificate of Experience	92-24, 97-10
Contractor's License	97-10
Dog Licenses	90-31
Entry and Activity in Marine Refuge	07-11
Massage Therapist License.....	91-1, 91-11
Professional & Vocational License	90-10, 90-23, 92-24, 93-6
Visitor Permits for Kalaupapa Settlement	F16-04
Loans, State	89-5

Op. Ltr. No.

Name Change 92-4

Nominees

 Ethics Commission..... 93-12, 93-22

 Judicial Vacancy 92-3, 03-03

 State Employment Service Job Applicants 91-12

 Subdivision..... 03-08

 Welfare 90-26

See also **FRUSTRATION OF GOVERNMENT FUNCTION;
PERSONNEL, PRIVACY**

Passports

 Name Change Petition 92-4

 Unsuccessful Permit Applicant..... 07-01

Applications: See **APPLICANTS; LICENSES AND PERMITS; LOANS,
GOVERNMENT, PERSONNEL**

Appointees: See **APPLICANTS**

Appointment Logs: See **LOGS**

APPRAISALS:

Public Lands

 Airport Property..... 91-10

 City Property..... F19-04

ARBITRATION:

Decisions and Awards: See **OPINIONS AND ORDERS**

ARCHITECTS:

Architect's License Exam & Answers 91-5, 93-6

Archive Records..... 05-18

Certificate of Experience..... 92-24

ARCHIVE RECORDS 05-18

Arrest Data: See **LAW ENFORCEMENT RECORDS**

ATTENDEES:

Conference (Bidders)..... 94-26

Seminar..... 89-16

Attorney-Client Privilege and Work Product: See **PRIVILEGED RECORDS**

AUDIT REPORTS:

Airport Concessioners 90-3

Protection and Advocacy Agency of Hawaii..... 90-21

Workpapers of Private CPA Firm 92-25

Automobiles: See **MOTOR VEHICLE RECORDS**

AUTOPSY REPORTS 91-32, F15-01

Toxicology Reports F15-01

See also **PRIVACY**

B

Bankruptcy: See **EMBARRASSING DISCLOSURES**

BAR EXAMINATIONS 93-8, F22-02

BIDS AND PROPOSALS:

Component Prices	90-15, 91-21
Evaluation and Rating Sheets.....	91-14
Exempt from Sunshine	03-07
Frustration of Government Function	
Confidential Commercial Financial Information	90-2, 90-15, 91-16, F17-05
"Manifestly Unfair Advantage"	89-15, 90-2, 91-16, 91-21, 93-5, F17-05
Hawaii Visitors Bureau Contract Attachments	92-17
Identities of Offerors or Prospective Offerors.....	94-26, 09-02
Insurance Premiums	10-01
Intent to Bid.....	94-26
List of Bidder's Conference Attendees	94-26
List of Prospective Employees	93-5
Negotiations.....	97-4
Point Tabulation Sheets	94-18
Protests	09-02
Requests for Bids (RFBs).....	F17-05
Requests for Proposals (RFPs)	89-15, 90-2, 94-18, F17-05
Scores	94-18
Settlement Proposal (OTG)	94-17
Title Services for Leasehold Fee Purchases	91-21
Trade Secrets	90-02
Unsuccessful Bids.....	90-15

BILLS:

County Council.....	02-09
---------------------	-------

BIRTH DATES:

Age	
Arrested Individuals.....	91-4
Government Employees.....	91-26
Visitor to Kalaupapa Settlement.....	F16-04
Applicants	
Boards and Commissions	91-8
Contractors' Licenses.....	90-28
Licenses	90-10
Name Change.....	92-4
State Employment Service.....	91-12, 06-04
Vessel Registration	99-3
Apprentices	92-20
Blind Individuals.....	92-22
Deceased Individual.....	05-16
Firearms Registrants	90-25
Inmates	01-03
Law School Faculty	91-15
Licensed Drivers.....	92-16

Op. Ltr. No.

Marine Patrol Citations, Persons Cited	94-20
Members, Hawaii Public Employees Health Fund	91-18
Police Reports.....	99-02, F20-04
Petition Signatories	04-11
Teachers	90-7
Workers' Compensation, Work Injury Notices.....	94-21
BIRTH RECORDS	90-23
BOARDS AND COMMISSIONS:	
Charter School Board	03-10, 05-09
County Councils	01-07
Disciplinary Board	04-02
Minutes of Open Meetings	92-27, 02-06
Resumes of Members	94-9, 03-04
BODY WORN CAMERA RECORDINGS.....	F22-01
BUDGET:	
Applicant, Special Treatment Facility License.....	89-13
Budget Data	89-13
County Budget Ordinance.....	91-17
FAMIS System	02-12
Hawaii Visitors Bureau Contract Attachments.....	92-17
BUILDING PERMIT INFORMATION:	
Applications for Permits.....	90-20, 99-5
Architectural Plans	90-20, 99-5
Disclosure Before/After Permit Issued	90-20, 99-5
BURDEN OF PROOF	
Agency to Establish Confidentiality	91-15, 94-11, 94-17,94-18, 95-5, 95-21, 98-4, 98-5, 01-01, 01-02, 06-07, F15-01, F19-02, F20-04
Privileged Records	93-15
<u>C</u>	
CHARTER SCHOOLS	03-01, 03-10, 05-09
CHILD ABUSE	90-5
CITIZENSHIP	90-25, 94-8, 95-2, 99-3, 02-04
CIVIL RIGHTS ACT.....	01-04
CIVIL RIGHTS COMMISSION	91-12, 91-22
CIVIL SERVICE:	
Applications of Unsuccessful Applicants	91-28, 94-8, 95-2
Certified List of Eligibles	90-14, 95-2
Examination	
Questions	94-8
Scores	90-14

Op. Ltr. No.

Interview Questions..... 94-8
 Interview Score Worksheets..... 94-8
 Rating Guidelines 94-8
 Salary Ranges91-26, 91-31, 93-10

See also **GOVERNMENT EMPLOYEES; PERSONNEL**

CLAIMS:

Against the State 92-14
 Contractual (OTG) 94-17
 Workers' Compensation..... 94-21

COLLECTIVE BARGAINING AGREEMENTS.....90-39, 95-7, 98-5, 99-1, 03-16

COMMUNITY TELEVISION STATIONS 93-18, 94-23, 94-24, 02-08

COMPENSATION:

Contract Hires89-11, 91-31, 03-16
 Crime Victim Compensation 05-16
 Expert Witnesses 94-11
 Government Employees
 Average Earnings 91-26
 Civil Service Employees 91-26, 93-10
 Exact Salaries Determinable from Information Provided 93-19
 Exempt Employees 93-10
 Identified in Budget Ordinance 91-17
 Law School Personnel 91-15
 Payroll Information 92-25
 Pensions, Retirement: **See PENSIONS AND RETIREMENT SYSTEMS**
 Police Officers 91-26
 Police Special Duty Services Pay..... 91-2
 Research Corporation of the University of Hawaii Employees 90-33
 Salary Range 91-26, 91-31, 93-10, F20-01
 Transportation Department Employees 93-19
 University of Hawaii Athletic Director and Coaches 91-31
 University of Hawaii Employees 93-10
 Hawaii Visitors Bureau Employees' Position and Pay Schedule..... 92-17
 Legislators' Annual Allowance..... 93-17
 Protection and Advocacy Agency Employees 90-21

Compilations: **See REQUESTS UNDER UIPA; SUMMARIES**

COMPLAINANT'S IDENTITY:

Child Abuse 90-5
 Civil Litigation, During 89-12
 Disclosure Would Frustrate Government Function 89-12
 Honolulu Ethics Commission 98-1
 Known by Target of Complaint 95-23
 Police Commission File 95-19
 Police Internal Affairs Report 98-5
 Remains Confidential Even After Conclusion of Investigation 89-12, 90-8
 Sexual Harassment90-12, 94-27, 01-04
 Zoning Violations 89-12, 90-8

See also **INFORMATION PROVIDED BY A SOURCE**

Op. Ltr. No.

COMPLAINTS:

Disclosure to Complainant	03-18, F22-01
Disclosure to Target of Complaint	95-23,01-04
Evidence	03-11

Computer, Information Contained In: See **ELECTRONIC INFORMATION**

Computer Programming or Reprogramming: See **ELECTRONIC INFORMATION**

CONFESSIONS:

Court Record	90-18
Disclosure of Existence	90-18, 97-8
Investigatory Evidence	90-18

CONFIDENTIAL BUSINESS INFORMATION: See CONFIDENTIAL COMMERCIAL AND FINANCIAL INFORMATION

CONFIDENTIAL COMMERCIAL AND FINANCIAL INFORMATION:

Actual Competition	89-5, 89-13, 90-3, 92-17, 94-15, 95-9, 97-4, 02-07, F17-01, F17-02
Actual Costs	97-4, F17-02
Audits	90-3, 90-21, 92-25
Bid/Proposal Information	90-15, 91-21, 94-17, F17-05
Budget Data	89-13, 94-15, 97-4, F17-02
Competitive Harm Test	89-5, 89-13, 90-3, 90-15, 90-21, 91-16, 91-29, 92-17, 94-14, 94-15,94-17, 97-4, 97-9, 98-2, 01-02, 02-07, 04-12, 05-13, F17-01, F17-02, F21-02
Consultants' Contract Attachments	92-17
Contract Amount (subcontracts)	97-4
Correspondence Regarding Consultant's Contracts	91-16
Customer Names	92-9, F17-02
Defined	89-1, 89-5, 91-16, 91-21, 92-7, 92-17, 93-1, 93-3,94-17, 95-9, 97-9, 01-02, 02-07, 05-13, F17-02, F21-02
"Embarrassing Disclosures"	89-5, 90-21
Fee Schedules	02-07
Government Loan Status	89-5, 89-6, 91-19, 93-1
Generally	03-15, F17-02
Impairment Prong	95-9, 97-9, 01-02, 02-07, 05-13, F17-01, F17-02, F21-02
Invoices	93-9, 94-14
List of Prospective Employees	93-5
Non-Profit Organizations	90-21, 92-17, 94-15, 97-9
Not Applicable to	
Corrections Corporation of America Policies	F18-03
DLIR-Assigned Account Numbers	93-3
Financial Reports Filed with PUC	93-4
Information Publicly Available	92-17, 05-13
List of Self-Insured Employers for Workers' Compensation Purposes	92-7
Non-Competitive Situations	92-17
Overheads	97-4
Permits	94-14, 07-11
Entry and Activity in Marine Refuge, Application for	07-11
Prices	94-14, 95-9, 97-4

Op. Ltr. No.

Profit	97-4
Private Equity Fund Performance.....	F21-02
Quantity	94-14
"Reverse" FOIA	94-17
Shipping Manifests	94-14
Subcontract Amounts	97-4
Terms of Transaction.....	95-9
Trade Secrets	90-2, 91-21, 92-17, 97-4
Unit Costs.....	97-4
University of Hawaii Foundation Donors	97-3
Workpapers.....	91-29, 92-25

See also **FINANCIAL INFORMATION (OF INDIVIDUALS)**

CONFIDENTIAL RECORDS:

Account Books, Pension Benefits for Retired Government Employees.....	90-1
Agreements, Settlement	89-10
Applications	
Civil Service Employment	91-28, 94-8
Licensing.....	90-10
Names of Unsuccessful Applicants for Appointment to Boards and Commissions	91-8
Names of Unsuccessful Civil Service Applicants	91-28, 94-8
Police Promotions	94-8
Appointment Log of Health Clinic	93-14
Apprentice Data.....	92-20
Architect's License Exam & Answers.....	93-6
Bids	90-15
Complainant, Records Identifying.....	89-12, 22-02
Confessions.....	90-18
Contract.....	97-4
Correspondence	
Advice and Counsel of Attorney General	91-23, F14-01
Consultants' Correspondence	91-16
Draft Master Plan for Proposed Spaceport.....	91-16
Drafts	90-8
Court Order, Records Protected by	93-9
Disciplinary Records (students)	95-3
Drafts	
Correspondence	90-8
Master Plan for Proposed Spaceport.....	91-16
Minimum Decision Records	F19-01
State Enforcement Plan	93-19
Drug Test Information	F15-04
Education	
Continuing Education Classes Taken by Certified Pesticide Applicator	92-18
Employees' Retirement System Plan Election	91-7
Ethics Investigations	F20-02
Examinations	
Architect's License Exam & Answers.....	93-6
Questions.....	94-8
Scores.....	90-14
FBI Identification Records Received by DOE.....	92-23
Financial Information, State Loan Program Borrower	89-5

	<u>Op. Ltr. No.</u>
Firearms Registration.....	95-18
General County Register	04-08
Inmate Transfer Policy	94-19
Interview Questions	94-8
Inventory	
Trails & Accesses, Unpublished Portion	92-6
Investigations	
Attorney General	03-18
Child Abuse	90-5
Confessions.....	90-18
Criminal	03-11
Criminal, Suspect's Identity	92-19
DLNR.....	91-9
Library Records	
Patron Circulation	90-30
Licensing Application Data	90-10
Lists	
Attendees at DAGS Bidders' Conference	94-26
Certified List of Eligibles	90-14
Complaints, Hawaii Civil Rights Commission.....	91-22
Judicial Selection Commission Nominees for Judicial Vacancy.....	92-2, 03-03
Membership List, Hawaii Public Employees' Health Fund.....	91-18
Police Officers' Names and Amounts Received for Special Duty Compensation.....	91-2
Lump Sum Subcontracts.....	97-4
Medical Records	92-22, 93-15, 03-05, 03-19, 05-05, 12-01
Membership List for Citizens' Group.....	93-20
Minors	
911 Tapes	05-17
Minutes of Executive Session	F20-01
Name Change	
Petitions and Fact Sheets.....	92-4
Notes	
Agency Staff.....	90-8
Judicial Oversight Committee	03-20
Minimum Decision Records	F19-01
Panelists for Employment Interviews	91-24
Occupational Safety & Health Records.....	95-17
Pawn Transactions.....	95-9
Petition, Against Government Employee	95-4
Policy, Inmate Transfer	94-19
Proposals	
Aloha Tower Development.....	89-15
Before Contract Award	09-02
Proposals	
Geothermal Development	90-2
Proposal Point Tabulation Sheets.....	94-18
Reports	
DAGS Report on Claim Against the State (Deliberative Portion)	92-14
Education Department Claim Report	92-14
Minimum Decision Records	F19-01
Police Reports	95-21
Unfiled Senate Committee Report	90-19

Op. Ltr. No.

Rule, Records Protected by: See **RECORDS PROTECTED BY RULE**

Salaries

- University Coaches' Salaries 91-31

Sex Offender Custody Level Review 95-11

Sponsor of Visitors to Kalaupapa Settlement, Private Person F16-04

Statute, Records Protected by: See **RECORDS PROTECTED BY STATUTE**

Student Disciplinary Records..... 95-3

Tax

- Closing Agreements F21-01
- Compromises 89-3
- Determinations/Opinions..... 92-10
- Return Information 89-3, 90-38, 92-22, F19-05

Trail & Access Inventory, Unpublished Portion 92-6

University of Hawaii Foundation Donors 97-3

Videotaped Confessions..... 90-18

Welfare..... 90-26

Workpapers (private sector)..... 91-29

911 Tapes (minor) 05-17

CONFIDENTIALITY, GENERAL CONCEPTS:

- Certificate of Confidentiality..... 91-29
- Child Abuse 90-5
- Complainant's Identity: See **COMPLAINANT'S IDENTITY**
- Contract, Confidentiality Provision in 89-10, 91-15, 92-11, 92-25
- Established by Administrative Rules 91-13, 91-15, 92-4, 93-7, 94-18
- Established by Ordinance 01-02
- Established by Statute: See **RECORDS PROTECTED BY STATUTE**
- No Vested Right in 90-39
- Prior to UIPA Enactment 90-39, 93-22
- Promises or Assurances of 89-10, 89-12, 90-2, 90-39, 91-15, 91-29, 92-7, 92-11, 92-21,
92-24, 93-16, 93-22, 94-27, 95-4, 95-5, 95-7, 95-19,
95-21, 95-23, 99-3, 05-05, 05-16, 10-01
- Records Designated Public Before UIPA 89-13, 90-4, 90-20,90-29,90-36, 91-17,
91-32, 92-5, 99-5
- Threat of Retaliation 95-4, 01-04
- Welfare Recipients..... 90-26, 94-4
- Welfare Records of Deceased Persons 90-26

See also **CONFIDENTIAL RECORDS; INFORMATION PROVIDED BY A SOURCE; PRIVACY**

CONFIDENTIALITY AGREEMENTS:

- Collective Bargaining

 - Confidentiality Provisions 90-39, 95-7, 98-5
 - No Interference with Agency Disclosure 90-39, 95-7, 98-5

- Contractors Information Received From National Association 90-28
- Hawaiian Electric Co. (HECO) 90-2
- Impairment of Contract..... 90-39
- Information from National Organization..... 90-28
- Litigation in

 - Aloha Stadium 89-10
 - Film Exhibition Anti-Trust Case..... 92-21
 - Ka Loko Dam 10-01

- Oral Assurance of Confidentiality 93-22

Op. Ltr. No.

Protective Order	F17-02
Prior to UIPA Enactment.....	90-39
Sample Language	90-2
Self-Insured Employers, Workers' Compensation	92-7
Tax Closing Agreements.....	F21-01
Validity of.....	90-2, 90-39, 92-11, 92-21, 10-01
<i>See also CONFIDENTIALITY, Promises or Assurances of</i>	

Consent to Disclosure: See **PRIVACY**, Waiver by Consent

CONSTITUTIONAL RIGHT TO EQUAL PROTECTION	02-02
---	--------------

CONSTITUTIONAL RIGHT TO DUE PROCESS:

No Violation of.....	90-39
Right to Fair Trial	
Confessions	90-18
Police Reports	95-21
Police Internal Officer Report.....	98-5

CONSTITUTIONAL RIGHT TO FREEDOM OF SPEECH	02-02
--	--------------

CONSTITUTIONAL RIGHT TO PRIVACY:

Generally.....	03-03, 07-09, F13-01
Medical Records	95-16
Privacy Protection Compared to OIP Exception.....	05-03, F16-04
Suspended Police Officers	97-1

Construction of UIPA Provisions: See **DISCLOSURE OF RECORDS;**
PERSONAL RECORDS REQUESTS;
STATUTORY CONSTRUCTION

CONSTRUCTION RECORDS:

Architectural Plans.....	90-20
Disclosure of Architectural Plans Before/After Building Permits Issued	90-20, 99-5
Document Reviews for Public Building Construction Plans	92-5

CONSULTANTS:

Agreements to Locate Unclaimed Property	90-13
Audit Reports	90-21
Confidentiality Provisions.....	89-10
Contract Between AG and Expert Witnesses	94-11
Contract Hires.....	89-11
Correspondence.....	91-16
Executive Search Firm Report.....	89-2
Expert Comments and Recommendations	07-11
Expert Witnesses (Litigation)	94-11
Government Contracts	90-3, 90-15, 91-16
Personnel, Unpaid	95-12
Records Maintained by	95-8
Title Service for Leasehold Fee Purchases.....	91-21

CONTRACTORS:

Certificate of Experience	97-10
---------------------------------	-------

Op. Ltr. No.

CONTRACTS:

Attachments to Hawaii Visitors Bureau Contract.....	92-17
Confidentiality Provisions	89-10, 91-15, 92-11, 92-25
Consultant's Contracts.....	91-16, 95-8
Consultants Retained as Expert Witnesses	94-11
Contract Hires	91-31, 92-17
Control of Records Provisions	92-25, 95-8
Correspondence Regarding Consultant's Contracts	91-16
Eligible Charges.....	98-2
Employment Contracts.....	91-31, 03-16
Expert Witnesses and Consultants.....	94-11
Federal Loan Contract	F17-02
HIPAA	12-01
Information Protected by.....	92-11
Insurance, Effect of Litigation on Premiums	10-01
List of Prospective Employees.....	93-5
National Council of Architectural Registration Boards	91-5
Settlement Proposal (OTG)	94-17
Special Duty Service Contracts (Honolulu Police Department).....	91-2

COPYING FEES:

Autopsy Reports.....	91-32
Electronic Information (Format Requested)	04-16, 05-06
Not Governed by the UIPA.....	92-26
Transcripts (Court Reporter)	95-22
Waiver	91-25

See also **RECORD FORMAT; REQUESTS UNDER UIPA,**
 Right to Inspect Includes Right to Copy

COPYRIGHT:

Architectural Plans.....	90-20
Consent.....	90-20
Fair Use.....	90-20, 97-9, 99-5
Non-Disclosure Statute	90-20, 99-5
Relationship to FOIA	90-20, 97-9
Transcripts of Public Hearings	95-22, 96-1

CORRECTIONAL FACILITY:

Inmates	
Directory Information	89-14, 01-03
Institutional File.....	02-05, 05-14
Medical Records, Inmate Access to	93-7
Minimum Decision Records	F19-01
Release Dates, Tentative	89-14
Search Policies.....	94-25
Transfer Policies.....	94-19
Mainland Prisons.....	02-05
Newspaper Clippings Binder	91-25
Policy and Procedure Manual	90-34, 91-30, 94-19, 94-25, F18-03
Record Maintenance	02-05
Regulating Method of Delivery of UIPA Request	05-14
Reports.....	05-14
Restrictions on UIPA Rights	05-14
Special Master, Executive Search Firm Report.....	89-2
Standards of Conduct, Employees'.....	92-1

Correspondence: See **CONFIDENTIAL RECORDS**, Correspondence;
INTER/INTRA-AGENCY CORRESPONDENCE/
MEMORANDA; PUBLIC RECORDS, Correspondence

COUNTY CHARTER 01-07, 02-11, 02-13, 05-04

County Charter, Information Protected By: See **RECORDS PROTECTED BY**
STATUTE

County Ordinance, Information Protected By: See **RECORDS PROTECTED BY**
STATUTE

Court Orders: See **RECORDS MADE PUBLIC BY COURT ORDER;**
RECORDS PROTECTED BY COURT ORDER

Court Records: See **JUDICIARY**

COURT REPORTER TRANSCRIPTS 95-22

Creation of Records: See **REQUESTS UNDER UIPA**

Criminal Records: See **LAW ENFORCEMENT RECORDS**

D

DEATH RECORDS90-23, 91-32

Deceased Individuals: See **PRIVACY**, Deceased Persons

DECISION MAKING:

See **INTER/INTRA AGENCY CORRESPONDENCE/MEMORANDA**,
Deliberative Process

Decisions By Agencies: See **OPINIONS AND ORDERS**

Declarations of Water Use: See **WATER**, Declarations of Water Use

DEFERRED ACCEPTANCE OF NOLO CONTENDERE (DANC) PLEA:

Effect on Disclosure of Police Investigation Report 99-2

DEFINITIONS:

Adjudication..... 90-40
Administrative..... 90-4
Administrative Procedure..... 94-27
Administrative Remedy 94-27
Adult Residential Care Homes 89-17
Agency: See **AGENCY, DEFINED**
Agency Record (FOIA)91-29, 95-15
Ambiguity 90-1, 92-27
Among 93-15
Anyone (HRS § 92F-16)..... 91-20
Arbitration Proceeding..... 90-40
Assets 90-25

Op. Ltr. No.

Attorney General Opinions.....	91-23
Audit	90-9, 92-8
Building Permit Information.....	90-20
Charge.....	90-12
Client.....	02-13
Compensation.....	90-1
Compiled.....	91-32
Confidential Commercial & Financial Information	89-1, 89-5, 91-16, 91-21, 92-7, 92-17, 01-02,05-13, F21-02
Contested Case.....	90-40
Contract Hire	91-21, 91-31, 92-17
Control.....	91-5, 92-11, 92-25, 95-8
Covered Entity (HIPAA).....	12-01
Criminal History Record Information.....	91-4
Criminal Justice Agency.....	95-15
Detective	91-13
Directory	89-14
Directory Information (FERPA).....	94-28
Disciplinary Action/Proceeding (FERPA)	95-3
Education Records (FERPA).....	95-3
Firearm	90-25, 95-18
Formal.....	90-12
Formal Charge.....	90-12
Government Record: See GOVERNMENT RECORD, DEFINED	
Grievance.....	95-7
Health Care Facility.....	93-7
Health Care Provider.....	93-7
Health Information (HIPAA).....	12-01
Individual	89-10, 89-13, 90-9, 90-29, 92-7, 92-14, 92-17, 93-1, 93-5, 93-20, 93-23
Instrumentality	92-2
Inter/Intra-Agency Memoranda	90-8
Investigator	91-13
Judicial.....	90-4
Law Enforcement Unit (FERPA).....	95-3
Lease	90-40
License	92-18
Maintain.....	91-5, 91-12, 91-25, 91-29, 92-11, 92-13, 92-15, 92-17, 92-25, 93-17, 97-2, 97-8, 02-05
Maintained	89-15
Maintenance	93-17
Minutes.....	92-27
Monitoring	90-9, 92-8
Motor Carrier.....	93-4
Name	92-16
Non-Administrative Records	90-4
Nonconviction Data	95-11
Office	94-9
Officer.....	94-9
Officer (Law Enforcement)	90-31
Order	90-40, 94-30
Person	89-5, 90-34, 92-20
Person (Insurance Code).....	90-32

Op. Ltr. No.

Personal Record.....	90-29, 92-14, 92-24, 93-8, 95-19, 95-23, 05-16, F13-01, F20-04, F22-01
Police Blotter/Arrest Log	91-4
Proceeding.....	95-22
Protected Health Information (PHI) (HIPAA).....	12-01
Public Utility	93-4
Purchase of Service	91-14
Rap Sheet.....	91-4
Real Property Tax Information	11-01
Reasonable Search	97-8, F16-03
Record (under Federal Privacy Act).....	92-24, 94-27, 95-19, 95-23
Registrant	90-23
Report (Child Abuse).....	90-5
Report (Criminal Law Enforcement)	95-4, 05-14
Residential Lot	90-40
Return (Tax)	89-3
Return Information (Tax)	89-3, 92-10
Rule	90-34
Special Duty (Honolulu Police Department)	91-2
Special Treatment Facility	89-13
Status	90-12
Trade Secret	90-2, 92-17, 97-4
Transcript	92-13
Work History.....	89-13
Written Determination.....	92-10

Deliberative Process: See **INTER/INTRA-AGENCY CORRESPONDENCE/
MEMORANDA**

**DEPARTMENTS AND AGENCIES:
COUNTY AGENCIES**

City and County of Honolulu

Auditoriums Department.....	89-11
Board of Water Supply	90-9, 90-29
Budget and Fiscal Services.....	02-04, F19-04
Building Department.....	90-20, F14-01
City Clerk.....	06-04
City Council	96-1, 02-02, 05-08, 05-15
Corporation Counsel	90-18, 94-17, F14-01
Design and Construction Department	
Mayor's Vision Teams.....	01-01
Ethics Commission	96-1, 98-1, 07-09
Finance Department.....	91-13, 92-16
Health Department	
Emergency Ambulance Service Division	91-33
Emergency Medical Services Division	94-22
Housing & Community Development Department	92-11
Liquor Commission.....	94-10, 01-06
Mayor's Office	93-10, 94-17, 05-01
Medical Examiner's Office	91-32
Police Commission.....	04-05
Police Department.....	90-18, 90-25, 91-2, 91-3, 91-4, 91-26, 94-7, 94-8, 95-9, 95-18, 95-19, 95-20, 98-5, F15-04

Op. Ltr. No.

Prosecuting Attorney's Office	90-9, 95-20, 98-3
Real Property Tax Division	01-02, 11-01
County of Hawaii	
Building Department	99-5
Civil Service Department	90-14, 95-2
County Clerk	90-22, 04-08
County Council	05-02
Fire Department	93-15, 12-01
Personnel Department	95-2
Planning Department	89-12, 90-8, 93-20
Police Department	91-32,94-12, 95-13,05-17
County of Kauai	
Department of Planning	
Planning Commission	03-08
Finance Department	91-17
Police Department	91-32, 92-19, 99-2, 07-04, F15-01, F20-02, F22-01
County of Maui	
Board of Ethics	95-14
County Council	01-07, 04-09
Mayor	01-07
Office of Council Services	F20-01
Police Department	91-32
Prosecuting Attorney's Office	02-13
Public Works Department	90-36
STATE EXECUTIVE AGENCIES	
Accounting & General Services, Department of (DAGS)	
Aloha Stadium	89-10
Archives	94-6
Generally	89-8, 90-38, 92-14, 92-15, 93-5, 97-7, 98-4, 02-12
State Procurement Office	94-26, 09-02
Agriculture, Department of	
Agricultural Loan Division	89-6
Animal Industry Division	91-6
Animal Quarantine Station	93-12
Plant Industry, Pesticide Branch	92-18
Plant Quarantine Branch	94-14
Attorney General, Department of the	
Asbestos Litigation Division	94-11
Commerce & Economic Development Division	92-21
Criminal Justice Division	93-9
Generally	92-15, 03-18
Hawaii Criminal Justice Commission	89-16
Hawaii Criminal Justice Data Center	91-4, 92-23, 95-15, 96-4, 97-5
Litigation Division	89-10
Regulatory Division	91-23
Budget & Finance, Department of	
Employees' Retirement System (ERS)	90-1, 90-24, 92-27, F21-02, F22-03
Finance Division	90-13, 91-14
Hawaii Public Employees Health Fund	91-18
Housing Finance & Development Corporation	90-40, 91-21, 94-5
Public Utilities Commission	93-4, F17-02

Op. Ltr. No.

Business, Economic Development & Tourism, Department of	05-13
Aloha Tower Development Corporation	89-15
Convention Center Authority	92-26, 94-18, 97-4
Energy Planning & Policy Branch	07-05
Financial Assistance Branch	89-5
Office of Space Industry	91-16
Office of Tourism	92-17
Commerce & Consumer Affairs, Department of	
Business Registration Division	89-13, 90-28
Cable Television Division	93-18, 94-23, 94-24, 02-08
Consumer Advocacy Division	91-29
Contractors' Licensing Board	90-28
Insurance Division	90-32
‘Olelo: The Corporation for Community Television	02-08, 03-04
Professional & Vocational Licensing Division	90-10, 91-1, 91-5, 91-11, 92-24, 93-6
Real Estate Branch	93-16
Regulated Industries Complaints Office (RICO)	90-37
Corrections, Department of: See Public Safety, Department of (below)	
Defense, Department of	
Civil Defense Division	F18-02
Office of Veterans Affairs	92-8, 92-13
State Commission, Memorials for Veterans of Korean & Vietnam Conflicts	92-13
Education, Department of (DOE)	
Charter Schools	03-10
Generally	90-7, 92-14, 92-22, 92-23
Hawaii State Public Library System	90-30, 93-21, 95-6
Personnel Services, Office of	90-7
Governor, Office of the	
Generally	89-2, 90-21, 91-8, 93-9, 95-24, 03-03
State Planning, Office of	94-9
Hawaiian Affairs, Office of	93-1, F15-02
Hawaiian Home Lands, Department of (DHHL)	89-4, 91-19
Hawaiian Sovereignty Advisory Commission	94-9
Health, Department of Health	
Commission on Persons with Disabilities	92-5
Environmental Council	91-23
Epidemiology Branch	91-27
Generally	92-22, 93-5, 93-14, 97-6, 12-01
Hawaii Health Systems Corporation (HHSC)	98-2, 99-1, 99-4
Kona Community Hospital	98-2, 99-4
West Hawaii Regional Board	F16-03
Hospital & Medical Facilities Branch	89-13, 89-17, 95-16
Office of Environmental Quality Control	91-23
Research & Statistics, Vital Records	90-23
Sanitation Branch	91-27
State Laboratories Division	05-12
Human Resources Development, Department of	
<i>(formerly known as Department of Personnel Services)</i>	90-6, 91-28, 95-12, 95-24
Human Services, Department of	
Finance & Contracts Administration Branch	91-14
Hawaii Housing Authority	90-15, 94-4
Office of the Director	92-22
Public Welfare Division	90-26

Op. Ltr. No.

Labor & Industrial Relations, Department of	
Apprenticeship Division.....	92-20
Disability Compensation Division	89-1, 93-3
Enforcement Division.....	90-24
Hawaii Civil Rights Commission	91-12, 91-22
Hawaii Labor Relations Board	95-22
Hawaii State Employment Service Division.....	91-12
Occupational Health & Safety Division	95-5, 95-17
Workers' Compensation	92-7, 94-30, 02-07
Land & Natural Resources, Department of	
Boating & Ocean Recreation Division.....	99-3
Commission on Water Resource Management.....	90-35
Conservation & Resources Enforcement Division.....	91-9
Co-Trustee, Marine Refuge and Monument	07-11
Generally	92-6, 02-13
Land Division	07-07
State Parks Division	03-21
Lieutenant Governor, Office of the	
Generally.....	92-4
Office of Information Practices	90-37
Public Safety, Department of (PSD)	
<i>(formerly known as Department of Corrections)</i>	89-2, 89-14, 90-34, 91-25, 91-30, 92-1, 93-7, 94-19, 94-25, 95-11, 01-03 02-05, 05-14, F19-01
Crime Victim Compensation Commission	05-16
Marine Patrol.....	94-20
Taxation, Department of	89-3, 92-10, 92-18, 92-22, F19-05, F21-01
Transportation, Department of	
Airports Division	91-10
Generally	93-19, 95-8
Harbors Division.....	92-9
Office of Civil Rights	F13-01
Motor Vehicle Safety Office	91-13
University of Hawaii	
Administration	90-12, 90-39, 91-31, 93-23, 94-7, 94-28, 95-3, 95-7, 95-23, F15-03
Agronomy & Social Science, Department of	94-29
Animal Care Advisory Committee	03-15
Athletic Department.....	03-16, 06-03
Auxiliary Services, Hilo	94-3
Board of Regents	04-07
Campus Security	93-2
Honolulu Community College.....	90-16
Manoa Library	05-18
Office of Academic Affairs.....	90-11
Research Corporation of the University of Hawaii (RCUH).....	90-27, 90-33, 93-15, 01-04
William S. Richardson School of Law	89-9, 91-15, 95-10
STATE JUDICIARY	
Administrative Drivers' License Revocation Office	02-10
Budget & Planning Office.....	91-24
Chief Justice	03-03
Circuit Court File Room	93-11
Commission on Judicial Court.....	F22-02
Disciplinary Board	04-02

Op. Ltr. No.

Judicial Council	93-13, 93-22
Judicial Selection Commission	92-3, 03-03
Jury Clerk Supervisor	92-16
Land Court	95-4
Office of Disciplinary Counsel.....	04-02
Supreme Court.....	93-8
Traffic Violations Bureau	90-4, 95-20
STATE LEGISLATURE	
Chief Clerk, House of Representatives.....	94-21
Legislative Reference Bureau	
Commission on Sexual Orientation & Law	95-1
State Water Code Review Commission.....	94-2
Legislators' Offices	93-17, 99-4, 00-01
Office of the State Auditor	
Generally	92-25, 03-14, 07-08
State Ethics Commission	92-12, 93-13, 93-22, F20-02
Senate, Unfiled Committee Report.....	90-19
UNITED STATES	
East West Center	92-2
Federal Highway Administration	93-19
Justice, Department of	
Federal Bureau of Investigation.....	92-23
U.S. Attorney's Office	90-9
Labor, Department of	
Employment & Training	91-12
Postal Service	93-21
Veterans Affairs, Department of.....	92-8

Destruction of Records: See **RECORDS DESTRUCTION**

DIRECTORY INFORMATION:

Contractors' Licensees	90-28
HIPAA.....	12-01
Inmates	89-14, 01-03

DISABLED INDIVIDUALS:

Blind Individuals	92-22
Document Reviews (Commission on Persons with Disabilities).....	92-5
State Employment Service Job Applicants	91-12

DISCIPLINARY ACTION:

Discharge of Government Employee	95-6, 98-5, 99-1
Massage Therapist Licensees.....	91-1
Police Internal Affairs Report	98-5
Police Standards of Conduct	91-3
Students' Disciplinary Records	95-3
Suspension of Government Employee	97-1, 98-5, 99-1, F13-01
<i>See also SEXUAL HARASSMENT, Disciplinary Action Taken</i>	

Disciplinary Records: See **GOVERNMENT EMPLOYEES; LICENSES AND PERMITS; PERSONNEL RECORDS REQUESTS**

DISCLOSURE, INTENTIONAL:

Confidential Records, Criminal Offense Under the UIPA 92-10, 93-14, 95-18
Premature Disclosure 95-6
Waiver By F19-02

DISCLOSURE OF RECORDS:

Bids F17-05
Exclusive Representative, Disclosure to 90-14, 94-22, 94-29
Format Requested 99-3, 05-06
Future Disclosure, Warning 93-16
Health/Safety of an Individual 93-12, 93-15, 94-4, 95-17, 03-19
Immunity Under the UIPA 91-20, 95-6, 04-09
Improper Inter-Agency Disclosure 90-9
Individual's Records, No Need to Notify of Disclosure 90-4
Postal Service, Disclosure to 93-21
Premature Disclosure 95-6
Processing Requests, Agency Procedures 92-26, 99-3
Records that do not Exist 97-8
Requests for Government Records 90-37, 93-23
Requests for Records that have already been Disclosed 00-3
Requests for OIP Advisory Opinions 90-37
Right to Inspect Includes Right to Copy 90-20, 99-5
Time Limit for Agency Disclosure 90-29, 92-24, 92-27, 00-3
Timing of Disclosure 93-5, 94-26, 94-27
UIPA Inapplicable to Intra-Agency Disclosure 95-10
"Unofficial" Personnel File 94-29

See also **PERSONAL RECORDS REQUESTS; REQUESTS UNDER UIPA; SUMMARIES**

DISCOVERY PROHIBITIONS 89-10, 92-91, 94-11, 95-5, 95-16, 98-3, 01-05, 02-01, 02-03, 02-13, 10-01,10-04, F14-01

Drafts: See **INTER/INTRA-AGENCY CORRESPONDENCE/MEMORANDA**, Drafts

DRUG TESTING:

UH Student-Athletes 06-03

DUE PROCESS: See Constitutional Right to Due Process

Duplication of Records: See **COPYING FEES; RECORD FORMAT**

E

EDUCATIONAL BACKGROUND 89-2, 90-16, 91-8, 92-18, 94-9, 95-2

ELECTRONIC INFORMATION:

Addresses of Registered Lobbyists 92-12
Computer Disk 96-1

Op. Ltr. No.

Computer Tapes	90-22
Condominium Association Registry	93-16
Conviction Data	95-15
E-Mail List	10-02
FAMIS System	02-12
Format Requested	90-35, 92-8, 92-12, 01-03, 10-02
Frustration Where Contains Embedded Data	10-02
HIPAA	12-01
Library Circulation & Fine Records	90-30
Mailing Lists	90-35, 99-6
Police Blotter Data	91-4
Police Special Duty Services Database	91-2
Programming Capabilities	92-7, 12-10
"Readily Retrievable"	90-35, 92-7, 10-02
"Routinely Compiled"	90-35
Teacher Databank	90-7
Testimony	03-06
Traffic Accident Report System	05-06
Transcript of Meeting	96-1
Vessel Registration	99-3
Voter Registration Affidavits	90-2
Workers' Compensation Self-Insured Employers, List of	92-7

Employees: See **GOVERNMENT EMPLOYEES**

EMPLOYMENT HISTORY:

Commission or Board Members	94-9, 03-04
Current Employment	89-13, 89-16, 90-16, 91-8, 95-2, 98-5
Discharge of Government Employee	95-6, 98-5, 99-1, F22-03
Employer's Name & Address	95-2
"Hybrid" Agency Employees, Board Members	03-04
Misconduct	94-7, 95-6, 99-1
Non-government Employment History	89-13, 91-8, 94-9, 95-2, 03-04, 10-05
Application for Entrance and Activity Permit in Marine Refuge	07-11
Previous Positions	89-2, 89-13, 90-16, 90-21, 91-8, 91-12, 94-9, 95-2, 03-04
Resumes	89-2, 94-9, 95-2, 03-04
Suspension of Government Employee	97-1, 98-5, 99-1, 07-09

ENGINEERS:

Certificate of Experience	92-24
---------------------------------	-------

ENVIRONMENTAL IMPACT STATEMENT..... 91-16

Equal Protection: See **CONSTITUTIONAL RIGHT TO EQUAL PROTECTION**

Escheated Warrants Reports: See **REPORTS**

ETHICS:

City & County of Honolulu Ethics Commission	96-2, 98-1, 07-09, 10-03
Financial Disclosure Filing	95-14
State Ethics Commission	F20-02
University Ethics Committee	95-23

ETHNICITY: See **PRIVACY**

EVALUATIONS:

Bids and Proposals.....	94-18
Government Employees: See PERSONNEL RECORDS	
License Applicants.....	92-24
Permit Applicants, Entry and Activity in Marine Refuge.....	07-11

EVIDENCE:

Inadmissible Records (by statute).....	95-5, 95-17, 10-04
Complaining Party.....	03-11

EXAMINATIONS:

Answers.....	91-5, 93-6, 93-8, 94-8
Architect's License.....	91-5, 93-6
Medical: See MEDICAL INFORMATION	
Questions	
Police Promotions.....	94-8
Rating Guidelines.....	94-8
Scores	
Bar Examination Applicant.....	93-8
Civil Service.....	90-14
General.....	94-8
Pesticide Applicator.....	92-18
Successful Applicant.....	90-14
Unsuccessful Civil Service Applicant.....	91-24, 91-28
<i>See also</i> INTERVIEWS	

EXCEPTIONS (UIPA):

Burden upon Agency to Establish.....	91-15, 94-11, 94-18, 95-5, 95-21, 98-4, 00-3, 01-02, 05-16, 07-04, 12-01, F15-01, F19-02, F19-05, F20-04
Conflict Between Records Protected by Statute & HRS 92F-12(a).....	92-10, 00-02
Disclosure Favored over Confidentiality.....	93-10, 94-3, 94-9, 94-11, 94-18, 95-5, 05-16
Discovery Objections & UIPA Exceptions.....	95-16, 98-3, 02-13
Do Not Apply Indefinitely.....	90-2
Exclusive Bases for Access Denial.....	91-15, 05-16
Executive Session, Not State Law Requiring Confidentiality.....	05-04
Interpretations of General Applicability.....	92-10
Narrowly Construed.....	89-14, 89-16, 90-3, 90-20, 91-15, 92-27, 93-5, 93-10, 94-3, 94-9, 94-11, 94-18, 95-4, 95-5, 95-14, 95-21, 99-5, 05-16, F19-05
Not Applicable to Records Designated Public before UIPA.....	89-13, 90-4, 90-20, 90-36, 91-17, 91-32, 92-5, 93-4, 99-5, F15-01, F19-04
Not Applicable to Speculative Arguments.....	93-5, 98-5, 05-16
Permissive, Not Mandatory.....	90-8, 05-03
<i>See also</i> FRUSTRATION OF GOVERNMENT FUNCTION; PRIVACY; RECORDS PROTECTED BY STATUTE; STATUTORY CONSTRUCTION	

Exemptions (for Part III Requests): See **PERSONAL RECORDS REQUESTS**

EXPUNGEMENT:

Effect on Disclosure of Police Investigation Report 99-2, 03-09

F

FAMILY EDUCATIONAL AND PRIVACY RIGHTS ACT (FERPA):

Generally 92-22, 93-2, 94-28, 95-3,

Regulations, Department of Education (Federal)..... 95-3

FEDERAL REGULATIONS, WITHHOLDING UNDER 94-13, 03-05, 03-15,
04-18, 10-04, 12-01

FEES:

Copying: See **COPYING FEES**
Fee Schedules-Workers' Compensation..... 02-07
Harbor Demurrage and Storage Fees..... 92-9
Public Records under H.R.S. § 92F-12..... 00-02
Search F22-03
Segregation..... 00-02
Special Duty Services (Police)..... 91-2
Water Consumption 90-29
See also FINES

Final Opinions and Order: See **OPINIONS AND ORDERS**

Financial Information (of Business): See **CONFIDENTIAL COMMERCIAL AND
FINANCIAL INFORMATION**

FINANCIAL INFORMATION (OF INDIVIDUALS):

Airport Concessioners' Gross Receipts 90-3
Applicants for Boards & Commissions 91-8
Applicants for Crime Victim Compensation..... 05-16
Applicants for Permit for Entry and Activity in Marine Refuge..... 07-11
Athletic Coach 03-16
Award of Public Money 05-16
Bankruptcy Status of State Loan Applicant 89-5
Bid Price Components for Government Contracts..... 90-15
Corporate Shareholders..... 02-04
Donors to University of Hawaii Foundation 97-3
Escheated Warrants Reports 90-38
Financial Disclosure Statement's Face Sheet 95-14
Financial Information, State Loan Applicants 89-5
Hawaiian Home Lands Lessees 91-19
Income: See **COMPENSATION**
Inmates..... 01-03
Leases 03-21
Legislators' Annual Allowances 93-17
Liens 99-3

Op. Ltr. No.

Loan Applications for State Loans.....	89-5
Native Hawaiian Revolving Loan Status.....	93-1
Pawn Transactions.....	95-9
Pension Benefits, Retired Government Employees.....	90-1
Receipts, Airport Concessioners'.....	90-3
Revenue Audit Reports.....	90-3
Salaries of Government Employees: See COMPENSATION	
Tort Claims Paid by the State.....	92-14
Unclaimed Property Valuation Information.....	90-13
Vessel Ownership.....	99-3
Veterans Pension Status.....	92-8
Water Service Holder's Account Balance.....	90-29

FINES:

Library.....	90-30, 93-21
Marine Patrol Citations.....	94-20

FIREARMS REGISTRATION:

Concealed Firearms, Licensees.....	95-18
Firearms Description.....	90-25
Handguns.....	90-25
Long Guns.....	90-25
Permit Information.....	90-25, 07-01

FORMAL CHARGE/COMPLAINT:

Sexual Harassment.....	90-12, 90-39, 01-04
Status, Disclosure of.....	90-39

Format of Records: See **RECORD FORMAT**

FORMS:

Applications	
Animal Registration.....	90-31
Boards & Commissions.....	91-8
Building Permit.....	90-20, 99-5
Certification as Pesticide Applicator.....	92-18
Civil Service Employment.....	91-28, 94-8
Condominium Association Registration.....	93-16
Declarations of Water Use.....	90-35
Leave of Absence.....	90-17
Massage Therapist License and Massage Apprentice Training Reports.....	91-11
Permit for Entry and Activity in Marine Refuge.....	07-11
Seminar Attendee Registration.....	89-16
Visitor Permit for Kalaupapa Settlement.....	F16-04
Certificate of Experience.....	92-24
Claim for Damage or Injury.....	92-14
Complaint & Summons, Harbor.....	94-20
Invoices, Harbor Demurrage Fee.....	92-9
Interview Score Worksheet.....	94-8
Lobbyist Registration Statement.....	92-12
Name Change Petition and Fact Sheet.....	92-4

Op. Ltr. No.

Notices	
Insurance, Workers' Compensation	89-1
Violation, Department of Public Works	90-36
Permits	
Building	90-20, 99-5
Import, Agricultural	94-14
Public Employees, Personnel Forms	
Application for Leave of Absence	90-17
Attendance and Leave Record	90-17
PUC Common Carriers' Financial Report	93-4
Purchase of Service Bidding	91-14
Summary, Rating for Government Position	91-24
Registrations	
Firearms and Ammunition	90-25, 95-18
Stream Diversion Works	90-35
Reports	
Ambulance Report	91-33
Homicide Report, Supplementary	94-1
Inspection, Agricultural	94-14
Massage Apprentice Training Report	91-11
Self-Insurer for Workers' Compensation	93-3
Score Sheets	94-18
Sex Offender Custody Level Review Form	95-11
Water Consumption	
Changes to Customer Record	90-29

Freedom of Information Act (FOIA): See **LEGISLATIVE HISTORY (FOIA);
LEGISLATIVE HISTORY (UIPA)**

Freedom of Speech: See **CONSTITUTIONAL RIGHT TO FREEDOM OF SPEECH**

FRUSTRATION OF GOVERNMENT FUNCTION:

Ability to Negotiate	03-16, F19-04
Administrative Burden	98-4, 02-07
Agency Must Raise Argument	F17-01, F21-02
Applicants	89-2, 90-14, 91-8, 91-24, 91-28, 93-13, 94-8
Appraisals	91-10, F19-04
Attorney-Client Privilege	06-07, F14-01, F22-03
Attorney General Opinions and Advice	91-23, 01-05
Audit Reports	90-3, 92-25
Autopsy Reports	91-32
Balancing with Public Interest	10-01, F19-04
Bid Information: See BIDS AND PROPOSALS	
Budget Data	89-13
Circumvention of Laws, Risk of	90-6, 95-11, 94-25, 95-13
Committee Membership	
Law School Admissions Committee	89-9
Search Committee	90-16
Complainant's Identity	89-12, 98-5
Confidential Commercial & Financial Information: See CONFIDENTIAL COMMERCIAL & FINANCIAL/INFORMATION	
Confidential Source	03-20, 05-16

Op. Ltr. No.

Correspondence..... 91-16

Criminal Investigations: See **LAW ENFORCEMENT RECORDS**

Deliberative Process: See **INTER/INTRA-AGENCY CORRESPONDENCE/**
MEMORANDA

Daily Activity (Incident) Reports 94-3

Direct Business Contact Information F17-02

Drafts.....90-8, 91-16, 92-27, 93-19, F19-05

Eligible Charges 98-2

Electronic Database 10-02

Embarrassing Disclosures: See **EMBARRASSING DISCLOSURES**

Ethics Investigations F20-02

Exam Answers..... 91-5, 93-6

Exam Questions 94-8

Exam Scores, Unsuccessful Job Applicants..... 91-28

FBI Identification Records..... 92-23

Fear of Retaliation 93-5, 03-02

Fee Schedules 02-07

Firearms Registration 90-25, 07-01

Forecasted Tax Credit Information..... 04-15, F19-05

Future Sharing of Information Jeopardized..... 92-23, F21-02

Government Purchasing Information 93-5, 93-9, 94-17, 02-01, 09-02

Governor's Records, Former Governors..... 94-6

Harbor Demurrage Fee Reports..... 92-9

Informants: See **INFORMANTS**

Inspection Reports: See **LAW ENFORCEMENT RECORDS; REPORTS**

Insurance Proceeds, Disclosure of..... 10-02

Inter/Intra-Agency Correspondence: See **INTER/INTRA-AGENCY**

Internal Procedures..... 98-5

"Internal" Records 90-6, 90-34, 91-3, 91-30, 92-1,
94-19, 94-25, 95-13, 98-3

Interview Questions 94-8

Investigation Reports: See **LAW ENFORCEMENT RECORDS**

Judicial Rule, Records Protected by..... 92-14, 98-3

Law Enforcement Records: See **LAW ENFORCEMENT RECORDS**

Law School Site Evaluation Report 91-15

Laws, Records Protected by Other 09-02

Laws, Risk of Circumvention of 90-6, 90-34, 91-3, 91-30, 92-1, 94-19

List

 Attendees, Bidders Conference..... 94-26

 Nominees

 Ethics Commission..... 93-13

 Judicial Vacancy..... 03-03

Litigation Involving Agency 92-5, F20-04

Manifestly Unfair Advantage..... 89-15, 90-2, 90-3, 91-16, 91-21,
94-18, 94-26, 09-02, F19-04

Methodology of Revenue Estimates..... F19-05

Minimum Decision Records F19-01

Minutes, Executive Meeting 06-07

Morale..... 03-16

Negative Reflection on Agency 91-15, 92-5

No "Balancing" (HRS § 92F-13(3))..... 90-11, 90-18

Notes 90-8, 91-24

Op. Ltr. No.

Not Applicable to Information Already Provided to Target of Investigation ... 90-36, 93-2, F20-04
 Not Applicable to Part III Requests..... 01-04, F20-04
 Police Internal Affairs Report..... 98-5
 Policy and Procedure Manual, Department of Public Safety.....90, 34, 91-30, 94-19, 94-25
 Policies of Corrections Contractor F18-03
 "Predominately Internal" 90-6, 90-34, 91-3, 91-30, 92-1, 94-19, 94-25, 95-13
 Prison Security Procedures 94-19
 Program Reviews 90-11
 Proprietary Information: See **PROPRIETARY INFORMATION**
 Public Confusion, Risk Of F18-02
 Public Security..... 07-05, F18-02
 Raise Cost of Government Procurements 93-5, 94-18, 94-26, 95-9, 09-02
 Real Property Under Consideration 94-17
 Requests for OIP Advisory Opinions 90-37
 Requests for Proposals (RFPs): See **BIDS AND PROPOSALS**
 Risk of Circumvention: See Circumvention of Laws (above)
 Sanitarian's Final Report 91-27
 Self-Insured Employers, Workers' Compensation..... 92-7
 Settlement Agreements: See **SETTLEMENT AGREEMENTS**
 Standards of Conduct
 Honolulu Police Department 91-3
 Public Safety, Department of..... 92-1
 Surveys 95-24, 05-13
 Trade Secrets: See **TRADE SECRETS**
 Training Materials..... 90-6
 Tsunami Inundation Maps F18-02
 Voluntarily Submitted Information92-23, 95-24, 05-13
 Workpapers of Private CPA Firm 92-25

FUNDING, GOVERNMENTAL:

Federal Funding
 Animal Welfare Act 03-15
 FERPA..... 92-22, 93-2, 94-18, 95-3
 Native Hawaiian Revolving Loan Fund (NHRLF)..... 93-1
 Rural Utility Service..... F17-02
 Social Security Act..... 04-18
 UIPA Compliance Waived if Federal Funding Jeopardized92-11, 92-20, 92-22,
 92-23, 93-2, 94-28, 95-3, 04-18
 Universal Service Fund..... F17-02
 State Funding
 Hawaii Visitors Bureau 92-17

FUNDS OR SERVICES, RECEIPT OF GOVERNMENT:

UIPA 90-21, 94-15, 94-28, 03-15, 05-16
 See also **PRIVACY**, Public Interest In Government Spending

G

GENEALOGICAL RESEARCH:

Access to Vital Statistic Records90-23, 07-07

GLOMAR RESPONSE95-21, 04-05, 07-01

Op. Ltr. No.

Good Faith Disclosure: See **DISCLOSURE OF RECORDS**, Immunity Under the UIPA

Government Agencies: See **DEPARTMENTS AND AGENCIES**

GOVERNMENT EMPLOYEES:

Arbitrator's Decision re Discharge of	95-6
Bid Scoring and Evaluating	91-14
Civil Service: See CIVIL SERVICE	
Commendation/Appreciation, Letters of	94-22
Committee Membership	
Law School Admissions Committee	89-9
Search Committee	90-16
Complaints Against	04-05
Consultants, Unpaid	95-12
Contracts	03-16
Discharge of Government Employee	95-6, 98-5, F22-03
Disciplinary Action	90-12, 90-39, 94-7, 95-6, 98-5, F13-01
DOE Applicants	92-23
DOE Employee Information in NASDTEC	90-7
Drug tests of	F15-04
Drafts of Correspondence	90-8
Educational Background: See EDUCATIONAL BACKGROUND	
Electronic Database Information	10-02
Employment Contracts	91-31
Employment History: See EMPLOYMENT HISTORY	
Evaluations	94-22, 04-07
Financial Disclosure Statement Filing Date	95-14
Financial Information	90-1, 91-7
Health Fund Membership Lists	91-18
Immunity Under UIPA, Good Faith Actions	91-20, 95-6, 04-09
Investigative Report Concerning	94-27, 95-19, 03-18, 04-05, 07-09, F13-01
Leave of Absence	90-17, 91-26, 92-25, 94-22
Legislators' Annual Allowances	93-17
Limited Privacy Rights	89-9, 90-16
Mailing Lists, Retirees	90-24
Medical Records	93-15
Misconduct	90-12, 90-39, 95-6, 95-23, 96-2, 97-1, 98-5, 07-09, F13-01
Notes	90-8, 91-24
'Olelo: The Corporation for Community Television	03-04
Outside Income	91-2
Parking Rates	89-11
Payroll Records	89-11, 92-25
Pension Information	90-1, 91-7
Personnel File	
Individual Access to	94-29
Union Access to	94-22
"Unofficial"	94-29
Petition Against Employee	95-4
Police Internal Affairs Report	98-5
Research Corporation of the University of Hawaii (RCUH)	90-33
Salary Information: See COMPENSATION	
Seminar Attendance	89-16
Service, Years of Credited	91-26

Op. Ltr. No.

Settlement Agreement.....	04-02
Sexual Harassment	90-12, 90-39, 94-27, 01-04
Sick Leave: See Leave of Absence (above)	
Standards of Conduct.....	91-3, 92-1
Sponsor of Visitor to Kalaupapa Settlement.....	F16-04
Survey Responses	95-24
Suspect in Criminal Investigation	92-19
Suspension of Government Employee	98-5, F13-01
Vacation Leave: See Leave of Absence (above)	
Work Injury Notices (Workers' Compensation)	94-21
Workplace Violence Investigation	F13-01
<i>See also PERSONNEL</i>	

Government Loans: See **LOANS, GOVERNMENT**

Government Purchasing Information: See **BIDS AND PROPOSALS; FRUSTRATION OF GOVERNMENT FUNCTION, Government Purchasing Information**

GOVERNMENT RECORDS, DEFINED:

Administratively Control	91-5, 92-15, 92-25, 97-2
<u>Ag Rag, The</u>	92-15
Airport Property Appraisals.....	91-10
Aloha Tower Development Proposals	89-15
Applications, Boards & Commissions.....	91-8
Audio Tape Recording of Public Meeting	92-13, 97-6
Autopsy Reports.....	91-32
Calendars, Public Officials' Personal.....	04-17, F19-05
Dog License Applications	90-31
Drafts	90-8, 91-16, F19-05
Electronic Mailing List.....	90-35
Employee Photograph.....	97-2
FBI ID Records Received by DOE.....	92-23
Governor's Records, Former Governors.....	94-6
Hawaii Visitors Bureau Contract Attachments.....	92-17
Information Created by Government, not limited to.....	F17-02
Interview Scores & Panelists' Notes	91-24
Law School Accreditation Reports	91-15
Legislators' Records, Annual Allowances.....	93-17
Library Patron Records	90-30
Live Organisms.....	05-12
Newspaper Clippings Binder	91-25
Notes	90-8, F19-05
Point Tabulation Sheets for Proposals	94-18
Police Blotter.....	91-4
Taxpayers' Offers-in-Compromise	89-3
Telephone Message Slips.....	04-17, F19-05
Telephone Records	05-08
Training Course Materials	90-6
UIPA Requests.....	93-23
Videotaped Recording of Confession.....	90-18
Workpapers	
Matson Navigation Company	91-29
Private CPA Firm.....	92-25

Government Spending: See **PRIVACY**, Public Interest in Government Spending

Governor's Committee Report: See **REPORT OF GOVERNOR'S COMMITTEE ON PUBLIC RECORDS AND PRIVACY**

GOVERNOR'S RECORDS:

Applications, Boards & Commissions.....	91-8
Executive Search Firm Report.....	89-2
Former Governor	94-6
List of Nominees	
Ethics Commission	93-13, 93-22
Judicial Vacancy.....	03-03
Pardons & Commutations	89-7

GRAND JURY RECORDS..... 93-9

GRANTS:

CBED Grant Applications	94-15
Protection and Advocacy Agency of Hawaii	90-21
Universal Service Fund.....	F17-02

Grievance, Union: See **UNIONS, DISCLOSURE TO**

Guns: See **FIREARMS REGISTRATION**

H

HAWAII ADMINISTRATIVE PROCEDURES ACT (HAPA)..... 03-07

Hawaii Administrative Rules: See **ADMINISTRATIVE RULES; RECORDS PROTECTED BY REGULATION OR RULE**

Hawaii Revised Statutes (HRS): See **RECORDS PROTECTED BY STATUTE**

HAWAII VISITORS BUREAU 92-17

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA):

DHHS Medical Privacy Rules Under.....	03-05
Hawaii Fire Department	12-01
Health Information about living or deceased persons	03-19, F15-01
Non "Covered" Entities	05-05, F15-01

Health/Safety of an Individual: See **DISCLOSURE OF RECORDS**

Health Records: See **MEDICAL INFORMATION**

HEARINGS TRANSCRIPTS..... 95-22

Home Addresses: See **ADDRESSES**, Home

Home Telephone Numbers: See **TELEPHONE NUMBERS**, Home

Op. Ltr. No.

HOSPITALS:

Adult Residential Care Home	89-17
Kona Community Hospital	98-02, 99-04
Special Treatment Facility	89-13

HOUSING, GOVERNMENT-SUBSIDIZED	92-11, 94-4
---	--------------------

I

IDENTIFICATION, LIKELIHOOD OF ACTUAL	95-2, 98-5, 99-2, 99-6, 99-7,
	01-04, 12-01, F20-04

Identities: See **COMPLAINANT'S IDENTITY; INFORMANTS; LAW ENFORCEMENT RECORDS; NAMES**

IDENTITY OF UIPA RECORD REQUESTER:

Disclosure of Requester's Name.....	90-37, 93-23, 96-4
Generally Irrelevant	90-9, 90-29, 90-34,04-03, 10-05, F20-04
Government Employee	01-07
Privacy Interest Not Significant	90-37, 93-23
Verification of Identity Required	90-29, 93-11

See also **REQUESTERS, ACCESS INTEREST OF**

Illegitimacy: See **VITAL STATISTIC RECORDS, Birth**

IMMUNITY UNDER THE UIPA	91-20, 95-6, 04-09
--------------------------------------	---------------------------

Income: See **COMPENSATION**

IN CAMERA REVIEW	01-05, 02-01, F14-01, F17-02, F19-01, F22-03
Failure to Provide In Camera Records.....	F21-01

INDIVIDUALLY IDENTIFIABLE INFORMATION	91-24, 94-3, 94-8, 98-1, 98-5,
	99-2, 07-01, 12-01, F15-04, F20-04

Individual's Access to Own Records: See **PERSONAL RECORDS REQUESTS**

"Inextricably Intertwined": See **INTER/INTRA-AGENCY CORRESPONDENCE/MEMORANDA, Deliberative Process Privilege**

INFORMANTS:

Identity	
After Investigation is Concluded	90-18, 98-5, 99-7, 01-04
Crime Victim Compensation Applicant	05-16
Deceased	90-18
Occupational Safety & Health Witnesses	95-17
Personal Records, Contained in	89-12, 92-24, 01-04
No Promise of Confidentiality	F13-01
Police	F22-01
Police Internal Affairs Reports	98-5
Potential Informants	
Arrestees	07-04

Statements Made: See **INFORMATION PROVIDED BY A SOURCE**
See also **COMPLAINANT'S IDENTITY; LAW ENFORCEMENT RECORDS;**
PERSONAL RECORDS REQUESTS, Exemptions

INFORMATION PROVIDED BY A SOURCE 90-18, 91-9, 92-24, 94-27, 95-17,
 95-19, 95-23, 98-1, 99-7, 99-8,
 03-11, 03-20, 05-16

INSURANCE:

Airport Concessioners..... 90-3
 Contracts & Policies..... 89-1
 Financial Information, Captive Insurance Company..... 90-32
 No Effect on Disclosure of Settlement..... 10-01
 Notices 89-1
 Proceeds to Pay County Settlement 10-01
 Statements of Benefits..... 89-1
 Workers' Compensation: See **WORKERS' COMPENSATION**

INTER/INTRA-AGENCY CORRESPONDENCE/MEMORANDA:

Agency Internal Policies/Rules/Practices 90-6, 90-34, 91-3, 91-30, 92-1
 Attorney-Client Communications: See **PRIVILEGED RECORDS**
 Attorney Work Product: See **PRIVILEGED RECORDS**
 Consultants, Records Generated by 90-21, 91-16
 Deliberative Process – These opinions may be materially affected
 by the Peer News [majority](#) and [dissenting](#) opinions
 Balance of Competing Policies, Other Jurisdictions 95-24
 Committee Memoranda 03-20
 Decision Making by Non-Agency..... 91-15
 Drafts..... 90-8, 91-16, 91-22, 92-26, 92-27, 93-19,
 00-01, 04-12, F19-05
 Electronic Records, Embedded Data 10-02
 Expert Comments and Recommendation 07-11, F19-05
 Express Adoption/Incorporation..... 90-3
 Factual Material..... 89-9, 90-3, 90-8, 90-11, 90-21, 91-22,
 91-24, 95-5, 98-3, 00-01
 Functional Test..... 90-21
 Generally..... F19-05
 "Inextricably Intertwined" 89-9, 90-8, 90-11, 90-21, 91-24
 Loss of Protected Status 00-01, 07-11
 Adopted/Incorporated by Agency 90-3, 90-8, 91-16, 91-22, 92-26, 00-01, 07-11
 Minimum Decision Records F19-01
 No Longer Recognized..... F19-05
 Not Applicable to
 Audiotape of Public Meeting 92-13
 Interview Score Worksheets..... 94-8
 Notes..... 90-8, 91-24, 03-20, F19-05
 Purpose of Privilege..... 89-9, 90-3, 90-8, 90-11, 91-3, 91-15, 91-22,
 91-22, 92-5, 92-15, 92-26, 92-27, 93-13,
 93-19, 95-12, 00-01, 04-15, F19-05
 Staff Forecasts 04-15
 Staff Recommendations 07-11
 Surveys..... 95-24

Op. Ltr. No.

Waiver by Disclosure	90-8, 91-22, 91-23, 92-26, 00-01, 07-11, F14-01
Workpapers.....	92-26
Education Department Claim Report.....	92-14
Governor's Records, Former Governors.....	94-6
Legislative Records	00-01
Negative Reflection on Agency	91-15, 92-5
Purchase of Service Proposal	91-14
Rating Sheets	91-14

INTER-AGENCY DISCLOSURE:

Agencies of Other States, Disclosure to	90-1, 90-4, 90-29, 94-16
Disclosure in Writing.....	90-9
Disclosure Permitted, Not Required	90-24, 92-22
Disclosure Required by Statute	92-16, F14-01
Improper Inter-Agency Disclosure.....	90-9
Law Enforcement Investigation Purpose	93-14
Legislature, Disclosure to	90-10, 91-8, 91-9, 99-4, F19-02
Legislative Records	00-01
Limitations on Inter-Agency Disclosure	
Compatible with Purpose Obtained	91-28
Confidential Status Preserved.....	91-18, 99-9
Consistent with Expectations of Use	91-28
Program Receiving Federal Funds	92-20, 92-22
Reasonably Proper, Performance of Duties	90-9, 90-24, 91-12, 91-18 91-28, 92-8, 92-22
Records Protected by Statute	92-22, 93-14, 93-15, F14-01
Requesting Agency's Duties and Functions Narrowly Construed	90-9, 92-24
Specific Laws Restricting Disclosure	92-22, 93-15
Written in Disjunctive	90-9, 91-18, 91-28
Personnel Information.....	91-28
Privileged Records	93-15
Recipient Agency's Duties Restrictions, same as Originating Agency.....	91-18, 92-8, 99-4, F14-01
Requests not Required to be in Writing	90-9

See also **LEGISLATIVE HISTORY (UIPA)**, Inter-Agency Disclosure

"Internal" Records: See **FRUSTRATION OF GOVERNMENT FUNCTION**

Internal Revenue Code: See **TAXATION**

INTERVIEW RECORDS:

Interview Questions.....	94-8
Panelists' Notes.....	91-24
Rating Guidelines	94-8
Score Worksheets.....	94-8
Summaries, Scores.....	91-24

INTRA-AGENCY DISCLOSURE (CONFIDENTIAL INFORMATION) 94-16, 95-10

INVENTORY, TRAILS AND ACCESSES..... 92-6

Investigation Reports: See **LAW ENFORCEMENT RECORDS**

Op. Ltr. No.

INVESTIGATORS:

Federal Criminal Investigation	90-9
Private Detectives	91-13
Professional Finders, Unclaimed Property	90-13

INVOICES	94-14
-----------------------	-------

J

JUDICIARY:

Administrative Records	
Certified Drivers' Abstracts	90-4
Chief Justice	03-03
Generally	90-4, 04-02
Judicial Council's List of Nominees	93-13, 93-22
Judicial Selection Commission	92-3, 03-03
Jury Master List	92-16
Traffic Citations	95-20
Board of Examiner's Records	93-8
Circuit Court File Room, Access to	93-11
Committee of	03-20
Non-Administrative Records	90-4, 91-24, 92-3, 93-8, 93-11, 95-4, 02-10, 03-20, 04-02, 04-06, F22-01
Written Receipts, Judicial Nominees' List	92-3

Jury Lists: See **LISTS**

Juveniles: See **MINORS**

L

LAW ENFORCEMENT RECORDS:

Accident Investigation Records (DOSH)	95-5
Animal Control Law Enforcement	09-01
Arrests	91-4, 93-2, 97-5, 03-09, 07-04
Autopsy Reports	91-32, F15-01
Toxicology Report	F15-01
Body Worn Camera Recordings	F22-01
Campus Security Records (UH)	93-2, 95-3
Citations	
Occupational Safety & Health	95-5
PSD Marine Patrol	94-20
Traffic	95-20
Civil Law Enforcement Agencies	89-17, 99-7, 99-8, F20-04
Code Violation, Notices of	90-36
Complainants: See COMPLAINANT'S IDENTITY	
Confessions	90-18
Conviction Data	89-7, 89-14, 91-8, 95-15, 96-4, 97-5
Crimes, General Information	93-2
Crime Victim Compensation Commission Report, As	05-16
Criminal History Record Information	91-4, 92-23, 97-5, 99-2, 03-09
Daily Activity Reports, UH (HILO)	94-3

	<u>Op. Ltr. No.</u>
Directory Information, Inmates	89-14, 01-03
Evidence.....	03-11
FBI Identification Records.....	92-23
Firearms: See FIREARMS	
Formal Charges.....	90-39
General Orders (police).....	95-13
Glomar Response.....	95-21, 04-05
Health/Safety of Witness/Informant.....	95-21, 98-5, 03-09
Informants: See INFORMANTS	
Inmates: See CORRECTIONAL FACILITY	
Internal Affairs Reports.....	98-5
Investigation, Code Violation	90-36
Investigation, Closed.....	95-21, 99-2, 99-7, 99-9, 04-05, F20-04
Investigation, Open	F20-04
Investigation Reports	
Accidents, Occupational Safety & Health	95-5
Adult Residential Care Home Facilities.....	89-17
Agriculture Inspection.....	91-6
Animal Control.....	09-01
Campus Security.....	93-2, 05-10
Criminal History Record Law Not Applicable	99-2
Occupational Safety & Health	95-5
Pending Cases, DLNR	91-9
Police Commission	04-05
Police Internal Affairs Reports	98-5
Police Investigation Report.....	99-2
Sanitarian's Report, Food Establishment	91-27
Suicide	95-21
Investigation Target, Information Already Provided to	89-17, 90-36, 91-27, 93-2, F20-04
Investigatory Techniques	95-13, 95-21, 98-5
Juvenile Offenders	91-4
Minimum Decision Records	F19-01
Mug Shots (Booking Photographs).....	94-12, 03-09
Nonconviction Data	97-5
Occupational Safety & Health Investigation Records	95-5
Pardons & Commutations	89-7
Pawn Records.....	95-9
Pending Proceedings	95-21, 98-5
Persons Named in Investigation.....	99-9
Police Internal Affairs Report.....	98-5
Policy and Procedures Manual, Department of Public Safety	90-34, 91-30, 94-19, 94-25, 98-5
Police Reports	99-2, F20-04, F22-01
Prisoners: See CORRECTIONAL FACILITY	
Privacy: See PRIVACY , Law Enforcement Records, Police Records	
Rap Sheets.....	91-4
Reports, Criminal Law Enforcement Agency.....	05-14, F20-04
Right to Fair Trial	95-21, 98-5
Security Records (UH).....	93-2, 05-10
Sex Offender Records.....	95-11
Standards of Conduct.....	91-3, 92-1
Supplementary Homicide Report.....	94-1
Suspect's Identity, Criminal Investigation	92-19, 93-2, 95-21, 99-2, 99-4

Op. Ltr. No.

Witness Statements	90-18, 91-9, 95-21, 98-5
<i>See also</i> POLICE RECORDS; CORRECTONAL FACILITY	
LAW SCHOOL (UNIVERSITY OF HAWAII)	89-9, 91-15
LEASES:	
Airport Concessionaires.....	90-3
Appraisals for Public Land: See APPRAISALS	
Hawaiian Home Lands	91-19
Kahana Valley State Park Interpretive Leases	03-21
Lease Rent Arbitration Decisions & Awards: See OPINIONS AND ORDERS	
Non-Public Land	01-02
LEAVE TIME, GOVERNMENT EMPLOYEES'	90-17, 91-26, 92-25, 94-22
LEGISLATIVE HISTORY, FEDERAL PRIVACY ACT PROVISIONS:	
5 U.S.C. § 552a(b)(9)	90-10
Generally	95-23
LEGISLATIVE HISTORY, FREEDOM OF INFORMATION ACT PROVISIONS:	
5 U.S.C. § 552(b)(4)	89-5
5 U.S.C. § 552(b)(7)(C)	89-16
LEGISLATIVE HISTORY, JUDICIAL SELECTION COMMISSION	03-03
LEGISLATIVE HISTORY, UIPA:	
Affirmative Disclosure under H.R.S. §92F-12.....	00-02
Agency Defined	90-4, 92-3, 93-17
Legislature	00-01
Common Law Analogy	89-5, 90-2, 90-17, 90-25, 90-31
Employment-Related Misconduct	94-7, 95-6
Exceptions for Frustration & Privacy, Non-Applicability of	89-5, 89-6, 89-7, 89-8, 89-9, 89-16, 90-7, 90-16, 90-29, 90-31, 90-34, 90-40, 91-10, 91-11, 91-13, 91-14, 91-17, 91-26, 92-10, 92-13, 92-17, 92-18, 93-1, 93-4, 93-10, 94-9, 94-17, 94-18, 94-30, 95-12, 95-18, 95-22, 97-7
Exceptions Narrowly Construed	90-20, 91-15, 92-27, 99-5
Frustration of Government Function Exception	
Compromise Fairness of Examination	93-6, 94-8
Confidential Commercial & Financial Information	89-1, 89-5, 89-13, 90-2, 90-3, 91-16, 91-21, 92-9, 92-17, 93-1, 93-4, 02-07, F21-02
Examples not Exclusive.....	07-05
FOIA Comparison	07-05, F21-02
Government Procurement.....	89-15, 91-10, 92-17, 94-18, 02-01
Government Record Defined.....	90-35
Immunity Under the UIPA.....	91-20
Law Enforcement Purposes	89-17, 90-6, 90-8, 90-18, 90-36, 91-6, 91-9, 91-27, 91-32, 93-2, 94-1, 94-3, F19-01
Manifestly Unfair Advantage	89-10, 89-15, 90-2, 90-3, 91-10, 91-16, 91-21, 94-18, F19-04, F21-02
Proprietary Information	90-2, 02-07, F21-02
Protected by Statute or Judicial Rule	90-2, 91-23, 92-14

Op. Ltr. No.

Inter-Agency Disclosure Provisions
 Current Prohibitions Continued 90-9, 90-24, 92-22, F14-01
 Generally 90-24
 To Federal Agency for Criminal or Civil Law Enforcement 90-1
 Judiciary Non-Administrative Records 93-11
 Model Code Analogy 89-5, 89-15, 90-2, 90-9, 90-12, 90-21, 90-30, 90-31, 90-35, 90-40,
 91-15, 91-18, 92-7, 92-11, 92-15, 92-25, 93-6, 93-17, 94-3,
 94-8, 94-18, 94-26, 95-6, 95-8, 95-15, 00-02, 02-07, F21-02
 Motor Vehicle Registration Information 91-13, 95-16
 Part III Origins 91-18, F13-01
 Personal Records, Access to 89-12, 95-23, F13-01, F19-01
 Privacy Exception
 Consult Model Code 89-5, 90-21, 92-19
 Federal Privacy Act Analogy 91-18, 93-6
 FOIA Case Law, Use as Guidance 89-1, 89-2, 89-4, 89-5, 89-12, 89-16, 90-1, 90-7,
 90-9, 90-14, 90-18, 90-37, 95-10
 Right to Privacy 91-33
 Records Designated Public 89-5, 89-6, 89-7, 89-8, 89-9, 89-14,
 90-1, 90-7, 90-15, 90-16, 90-28, 90-29,
 90-31, 91-11, 91-14, 91-15, 91-21,
 91-26, 92-18, 92-27, 94-6, 94-9, 94-17
 Records Designated Public Before UIPA 89-13, 90-4, 90-20, 90-36, 91-17, 91-32, 92-5,
 92-20, 92-25, 93-4, F15-01, F19-04
 Report of Governor's Committee on Public Records & Privacy, Influence of 89-6, 89-11,
 89-14, 90-1, 90-4, 90-15, 90-20, 90-29,
 91-14, 91-20, 91-26, 92-17, 92-27, 93-5,
 93-10, 02-04, 02-07, F13-01, F15-01,
 "Scintilla of Public Interest" 89-1, 89-2, 89-5, 89-9, 89-17, 90-7, 90-12,
 90-13, 90-14, 90-16, 90-18, 90-35, 90-36,
 90-38, 91-2, 91-4, 91-24, 92-4, 92-8, 92-20,
 93-1, 93-3, 93-5, 93-13, 94-3, 94-6, 94-21,
 95-10, 95-12, 95-16, 95-24, F15-01
 Tax Records not Open to Public 89-3
 Trade Secrets 90-2, 90-15, 97-4
See also STATUTORY CONSTRUCTION, Legislative History

LEGISLATIVE RECORDS:

Committee Reports, Unfiled 90-1
 Correspondence 00-01
 Legislators' Annual Allowances 93-17
 Legislators' Personal Files 00-01
 Working Papers of Legislative Committees F19-05

Legislature, Access Privileges: See **INTER-AGENCY DISCLOSURE**

LETTERS OF COMMENDATION OR APPRECIATION 94-22

LIBRARIES:

Circulation Records 90-30
 Fines 90-30
 Newspaper Clippings Binder 91-25
 Overdue Notices on Postcards 93-21
 Patron Circulation/Registration Data 90-30

Op. Ltr. No.

LICENSES AND PERMITS:

Adult Residential Care Homes..... 89-17
 Airport Concessioners..... 90-3
 Applicants
 Character, Evaluation of..... 92-24
 Experience, Certificate of 92-24, 97-10
 Applications 90-10, 91-1, 91-11, 92-18, 97-10
 Architects 91-5, 93-6, 99-5
 Building Permit Information 90-20
 Certifications, Pesticide Applicators..... 92-18
 Contractors' Licenses 90-28, 97-10
 Disciplinary Records, Licensees..... 90-28
 Dog Licenses..... 90-31
 Driver's License Information Used for Jury List 92-16
 Educational Background of Licensee 91-1, 92-18
 Emergency Medical Services 93-5
 Entry and Activity in Marine Refuge 07-11
 Experience, Licensee's 91-1, 91-11, 92-18, 92-24
 Firearms Registration 90-25, 95-18
 Fitness for License, Individual's 89-13, 91-1, 92-18
 Format Not Limited to List F16-04
 Import Permits (Agricultural)..... 94-14
 Massage Therapist 91-1, 91-11
 "Permit to Acquire" (Firearm)..... 90-25
 Revenues of Permittees 90-3
 Revocation of License
 Contractors' Licenses 90-28
 Massage Therapist Licenses..... 91-1
 Special Treatment Facilities' License..... 89-13
 Suspension of License..... 91-1
 Vessels 99-3, 99-8
 Visitor Permit for Kalaupapa Settlement F16-04

LIKELIHOOD OF ACTUAL IDENTIFICATION 94-8, 95-2, 95-5, 95-11,
 95-17, 95-21, 98-1, 98-5, 99-2, 99-6, F20-04

LISTS:

Blind Individuals, Register 92-22
 Certified List of Eligibles 90-14, 95-2
 Civil Rights Commission, Complaints..... 91-22
 Condominium Association Registry..... 93-16
 Create/Compile a List, No Duty to 90-31, 97-8
 Employees, Prospective 93-5
 Employers, Self-Insured (Workers' Compensation)..... 92-7
 General County Register 04-08
 Government Employees, Health Fund Membership 91-18
 Inmates 89-14, 01-03
 Law School Admissions Committee Members 89-9
 Licensed Contractors 90-28
 Mailing Lists 90-35, 92-12, 99-6
 Master Jury 92-16

Op. Ltr. No.

Membership in Citizens' Group 93-20

Nominees

 Ethics Commission 93-13, 93-22

 Judicial Vacancy 03-03

Police, Names & Amounts (Special Duty) 91-2

Voters, General County Register 90-22, 04-08

Waiting Lists 89-4, 92-11

See also **ELECTRONIC INFORMATION**

LITIGANT, RECORDS SOUGHT BY 92-5, 95-8, 95-16

LITIGATION:

Agencies' Fear of 92-5, 92-6, F14-01

Discovery Privileges not Created by UIPA Exceptions 95-16

Exception Does Not Protect Settlement Agreement 10-01

Inadmissible Records (by statute) 95-5, 10-04

LOANS, GOVERNMENT:

Activity Reports 89-5

Agricultural Loans 89-6

Amount 93-1, F17-02

Applications 89-5

Bankruptcy Status 89-5

Borrowers' Names & Addresses 89-5, 89-6, 91-19

Contract F17-02

Defaulted Loans, Federal Pursuit of 90-9

Delinquent Loan Reports 89-2, 89-6

Federally Funded 93-1

Financial Statements 89-5

Guarantors' Names & Addresses 89-5

Lessee's Trial Balance & Age Analysis 91-19

Native Hawaiian Revolving Loan Fund 93-1

Purpose of Loan 93-1

Status 89-5, 89-6, 91-19, 93-1

Location of Record: See **RECORDS COLLECTION PRACTICES**

LOGS:

Appointments, Health Clinic 93-14

Arrest 91-4, 07-04

Calendars and Telephone Message Slips 04-17

M

Mailing Lists: See **ELECTRONIC INFORMATION; LISTS, Mailing**

MARITAL/FAMILIAL STATUS:

Law School Personnel 91-15

Name Change Applicants 92-4

Police Employees as Subject of Investigation 98-5

Workers' Compensation Applicants 94-21

Op. Ltr. No.

MEDICAL INFORMATION:

Ambulance Reports	91-33, 05-05
Appointment Log, Health Clinic	93-14
Autopsy Reports	91-32, F15-01
Toxicology Reports, in Autopsies	F15-01
Blindness	92-22
Claim Against the State, DAGS Report of	92-14
Drug test information	F15-04
Government Employees' Sick Leave Records	90-17, 91-26, 92-25, 94-22
Handicap Status	91-12
Health Fund Membership Lists.....	91-18
Health/Safety of an Individual	93-12, 93-15
Hawaii Medical Privacy Law (repealed).....	F15-01
HIPAA	03-05, 03-19, 05-05, 12-01, F15-01
Inmates.....	93-7
Medical Condition	92-8, 93-15, 03-19, 07-11, 10-05
Mental Disorders	90-25
Names of living and deceased persons.....	03-19
Patients of Adult Residential Care Home Facilities	89-17
Physician-Patient Communications	93-15, 95-16
“Protected Health Information”	03-05
Sponsor of Visitor to Kalaupapa Settlement, Private Person.....	F16-04
Subpoenaed Medical Records	95-16
Substance Addiction	90-25
Toxicology Reports, in Autopsies	F15-01
Workers’ Compensation Claim Information.....	10-05

MILITARY SERVICE..... 95-2

MINORS:

Arrest Records.....	91-4
Drivers' Abstracts	90-4
Sex Offense Conviction.....	95-11
Victims.....	99-2
911 Tapes.....	05-17

Minutes of Public Meeting: See **PUBLIC RECORDS**

Misconduct: See **GOVERNMENT EMPLOYEES**

Model Code (Uniform Information Practices Code): See **LEGISLATIVE HISTORY, UIPA,**
Model Code Analogy

MOTOR VEHICLE RECORDS:

Drivers' Abstracts	90-4
Drivers' License Information	92-16
Motor Vehicle Registration	91-13
Traffic Citations.....	95-20

MUG SHOTS 94-12, 03-09

N

NAMES:

Applicants	
Boards and Commissions	91-8
Crime Victim Compensation	05-16
Government Employment	91-24
Government Subsidized Housing	92-11
Law School Admission	95-10
Name Change	92-4
Police Promotions	94-8
Unsuccessful Job Applicants	95-2
Vessel Registration	99-3
Apprentices	92-20
Architectural Registration Exam Jurors	91-5
Bidders	94-26
Bidders' Employees	93-5
Blind Individuals	92-22
Boards and Commissions	
Financial Disclosure Statement Filing Date	95-14
Generally	93-22
Borrowers in Government Loan Programs	89-5, 89-6, 91-19, 93-1
Certified Payroll Records	89-8
Claimants Against the State	92-14
Committee, Members of	89-9, 90-16, 03-15
Complainants: See COMPLAINANT'S IDENTITY	
Concealed Weapons Licensee	95-18
Condominium Association Board Members	93-16
Consultants, Unpaid	95-12
Contractors	90-28
Convicted Criminal Offender	05-16
Corporation Employees	02-04
Deceased Persons	90-26, 05-16
Employees of Contractors with the State	89-8, 97-7
Employees (Prospective) of Government Bidder	93-5
Employees Who Failed Drug Test	F15-04
Employer (Former)	95-2
Ethics Commission Nominees	93-13, 93-22
Examiners/Jurors for Architectural Exam	91-5
Expert Witnesses	94-11
Firearms Registrants	90-25
Government Employees	
Bid Scorers and Evaluators	91-14
Discharged Government Employee	95-6, 99-1
Formally Charged with Misconduct	90-12, 90-39, 99-1, 07-09
Preparers of Report	94-1, 05-05
Police Officers	97-1
Retirement Plan Participants	91-7
Subject of Police Internal Affairs Investigation	98-5
Suspended Government Employee	99-1
Undercover Law Enforcement Personnel	04-13
Informants in an Investigation	95-21, 99-7, 99-8, 01-04, 07-04, F20-04, F22-01

Op. Ltr. No.

Inmates	89-14
Infectious/Communicable Diseased Person	93-15
Judicial Nominees	92-3, 03-03
Jury List, Driver's License Information from	92-16
Lessees, Hawaiian Home Lands	91-19
Living Individuals Identified in Autopsy Reports	91-32
Loan Programs (Government), Borrowers in	89-5, 89-6, 91-19
Massage Therapist Licensees.....	91-1
Medical Patient with Infectious Disease	93-14
Members of Citizens' Group	93-20
Name Change Applicants	92-4
Native Hawaiian Revolving Loan Recipients.....	93-1
Nominees	
Boards and Commissions	91-8, 93-13, 93-22
Judicial Vacancies	92-3, 03-03
Participants (WICHE Program).....	94-28
Partners.....	02-04
Payees of Escheated Warrants.....	90-38
Petitioners, Liquor License Protest	94-10
Police	
Individuals Arrested by	91-4, 07-04
Special Duty Service Police Officers.....	91-2
Subject of Internal Affairs Investigation	98-5
Purchasers, Leasehold Fee	91-21
Quarantined Animal, Owner of.....	93-12
Real Property Owners.....	02-04
Requesters of	
Ethics Opinions	96-2
Government Records	90-37, 93-23, 96-4
OIP Advisory Opinions.....	90-37
Rescuees	12-01
Respondents to Complaint	91-22
Seminar Attendees	89-16
Sponsor of Visitor to Kalaupapa Settlement	F16-04
Students in WICHE Program	94-28
Suspects in Criminal Investigations.....	92-19, 99-2, 99-9
Testifiers.....	04-09
Trusts	
Beneficiaries	02-04
Trustees	02-04
Veterans, Hawaii Residents	92-8
Voters, Registered.....	04-08
Water Use Declarants.....	90-35
Welfare Recipients	90-26, 00-02
WICHE Program Participants	94-28
Witnesses: See INFORMANTS	
Workers' Compensation Self-Insured Employers	92-7

Names and Addresses: See **LISTS**, Mailing

NEWSPAPERS/NEWSLETTERS:

<u>Ag Rag, The</u>	92-15
"Clip File" Binder.....	91-25

Op. Ltr. No.

NON-PROFIT ORGANIZATIONS:

Akaku-Maui Community Television	93-18, 02-08
Hawaii Visitors Bureau	92-17
Ho'ike: Kaua'i Community Television	94-23, 02-08
Na Leo 'O Hawai'i, Inc.	94-24, 02-08
'Olelo: The Corporation for Community Television	02-08, 03-04
Protection and Advocacy Agency of Hawaii	90-21
Tax Returns, Availability of	92-17
University of Hawaii Foundation	97-3

NOTES, STAFF	90-8, 91-24
---------------------------	--------------------

NOTICES:

Insurance, Workers' Compensation	89-1
Library, Overdue Books.....	93-21
Violation, County Department of Public Works.....	90-36

O

OCCUPATIONS:

Borrowers	89-6
Nominees for Boards & Commissions	91-8
Search Committee Members	90-16
Seminar Attendees	89-16

See also **EMPLOYMENT HISTORY; PROFESSIONAL AFFILIATIONS**

OIP RULES	90-29, 93-7, 99-3, 01-07, 02-01, 03-05, 06-07, 10-04, 12-01, F14-01, F19-01
Extenuating Circumstances	10-04

OPINIONS AND ORDERS:

"Adjudication" of Cases	94-30, 00-02
Arbitration	
Decision, Discharge of Employee.....	95-6
Lease Rent	90-40
Attorney Opinions	91-23, F14-01
Contested Case Hearing, Need not Result from	90-40
Crime Victim Compensation Commission Award.....	05-16
DAGS Report of Claim Against the State	92-14
Ethics Commission Opinions	96-2, 98-1
"Final" Decisions & Orders	90-28, 90-40, 94-30, 95-17, 00-02
Labor Appeals Board	95-17
Name Change Orders	92-4
"Order," Defined.....	90-40, 94-30
Tax Department Written Determinations/Opinions.....	92-10
Workers' Compensation Decisions.....	94-30

Orders: See **OPINIONS AND ORDERS**

ORDINANCES:

City & County Employees' Parking Rates.....	89-11
City Ethics Commission Advisory Opinions	96-2
County Budget	91-17

Op. Ltr. No.

Foreign Property Owners 02-04
Information Protected by 01-02
Tax Assessment Records 01-02

ORIGINAL RECORD F15-03

P

PARDONS AND COMMUTATIONS 89-7

PARTICIPANTS: See ATTENDEES

PAYROLL RECORDS:

Certified Payroll Records 89-8, 89-11, 97-7
Public Safety, Department of 92-25

PENSIONS AND RETIREMENT SYSTEMS:

Pension Benefits 90-1
Plan Selected 91-7
Veterans' Pension Status 92-8

Permits: See LICENSES AND PERMITS

PERSONAL RECORDS REQUESTS:

Academic Transcript F15-03
"Accessible" Personal Record 95-19
Circumvention of Statutes/Regulations 94-19
Complainant's Identity 89-12, 95-19, F22-01
Confidentiality
 Express Promise of 95-4, 95-19, 95-23, 01-04
 Implied Promise of 92-24, 95-19, 01-04, 03-02
 No Promise Given 05-10, F13-01
Constitutional/Statutory Privilege 92-14
Correction of Record 02-05
Criminal Law Enforcement Records 95-11, 03-11, 05-10, 05-16, F20-04, F22-01
Defined 90-29, F13-01
Diploma F15-03, F20-04
Disclosure, Agency's Past Practices 92-24
Disclosure to Exclusive Representative 90-14
Ethics Investigation F20-02
Exemptions 92F-22(1)(B) 93-7, 95-11
Grievance Proceedings, "Relevant Records" 90-14
Frustration Needed Under 92F-22(4) 09-03
Identity of Source 89-12, 92-24, 94-27, 95-4, 95-19, 95-23, 01-04
Information Provided by Source 95-19, 95-23, F22-01
Investigative Materials 94-27, 09-03, F13-01, F20-04
Joint Personal Record 95-19, 03-18, 05-10, 05-16, F13-01, F20-04
Judiciary Records F22-02
Leave of Absence 92-25
Legislative History F13-01
Medical Records 93-7
Minimum Decision Records F19-01

Op. Ltr. No.

Narrowly Construed.....	95-4, F13-01
Past Practice of Disclosure	92-24
Payroll Records	92-25
Pending Investigation	03-02, 03-11
Personnel File, "Unofficial"	94-29
Proceedings Against an Individual	94-27, 09-03
Responding to Personal Record Request, Analytical Framework.....	F13-01, F22-01
Requester Identification	90-29, 93-7, 10-05, F20-01
Requests for	89-12, 03-11
Sealed by Court Order	02-03
Security Records	05-10
Third Parties, Information Concerning	94-27, 95-19, 95-23, 05-10, F13-01, F20-01, F20-04
Time Limit for Agency's Response	90-29, 92-24
Union, Request by	94-22

PERSONNEL:

Applicants

Certified List of Eligibles	90-14, 95-2
Civil Service, Unsuccessful	91-24, 91-28, 95-6
Criminal History	92-23
Evaluations	89-2, 90-14
Examination	
Questions.....	94-8
Scores.....	90-14, 91-28, 94-8
Government Employment.....	89-2, 90-14, 91-24, 91-28, 94-8
Interview	
Panelists' Notes.....	91-24
Questions.....	94-8
Score Summaries	91-24
Rating Guidelines.....	94-8
State Employment Service.....	91-12
Applications.....	89-2, 91-28, 94-8, 95-2
Commendation/Appreciation, Letters of.....	94-22
Consultants, Unpaid.....	95-11
Contract Hires.....	89-11
Discharge of Government Employee	95-6, 99-1, F22-03
Disciplinary Records	90-12, 90-39, 94-7, 95-6, 98-5, 99-1, F13-01
Educational Background: See EDUCATIONAL BACKGROUND	
Employee Position & Pay Schedule	92-17
Employment Contracts.....	91-31
Employment History: See Resumes (below)	
Evaluations	
Applicants and Candidates.....	89-2, 90-14
Government Employees.....	94-22, 04-07, 05-05, 06-07, F20-01
Examination Scores: See Applicants (above)	
Individual's Access to Personnel File	94-29
Investigative Reports	90-17, 91-26, 92-25, 03-18, 04-05, 07-09, F13-01
Leave of Absence Summaries.....	94-22
Misconduct	98-5, 99-1, 04-05, 07-08, 10-03, F13-01
Payroll Records	89-11, 92-25
Pension Information	90-1, 91-7
Personnel Records	94-29, 98-5, 99-1, F13-01
Petition Against Employee.....	95-4

Op. Ltr. No.

Police Commission	04-05
Police Internal Affairs Investigation Reports	98-5
Police Standards of Conduct	91-3
Resumés	89-2, 94-9, 95-2, 03-04
Salaries: See COMPENSATION	
Settlement Agreements	04-02
Suspension of Government Employee	99-1, 07-09, F13-01
Union Request for Personnel Files	94-22
"Unofficial" Personnel Files.....	94-29
<i>See also</i> EMPLOYMENT HISTORY; GOVERNMENT EMPLOYEES	

PETITIONS:

Government Employee, Against	95-4
Liquor License Issuance, Protesting.....	94-10
Name Change.....	92-4

Photocopying: See **COPYING FEES**

PHOTOGRAPHS:

Accidents, Occupational Safety & Health	95-5
Firearm Permit	07-01
Massage Therapist License Applicants	91-1
Mug Shots	94-12, 03-09

Physical Characteristics: See **PRIVACY**, Physical Characteristics

PLANS	90-20, 91-16, 92-17, 93-19, 99-5
--------------------	----------------------------------

POLICE RECORDS:

Administrative Complaint	F22-01
Arrests	91-4, 93-2, 07-04
Body Worn Camera Recordings	F22-01
General Orders.....	95-13
Homicide Report, Supplementary.....	94-1
Internal Affairs Investigation Report.....	98-5
Information About Police Officers	91-26
Investigation Report	95-21, 99-2, 99-8, 03-11
Misconduct	95-19, 98-5
Mug Shots.....	94-12, 03-09
Pawn Records.....	95-9
Promotion, Records Relating to	
Applications	94-8
Examination Questions.....	94-8
Interview Questions.....	94-8
Interview Score Worksheet.....	94-8
Rating Guidelines.....	94-8
Rap Sheets.....	91-4
Report	95-21, 99-2, 20-04, F22-01
Special Duty Service Pay	91-1
Standards of Conduct	91-3
<i>See also</i> LAW ENFORCEMENT RECORDS	

Op. Ltr. No.

POLICIES AND PROCEDURES 90-34, 91-30, 94-19, 94-25, 95-13, F18-03

POST OFFICE BOXES91-9, 93-20, 99-6

"Predominately Internal": See **FRUSTRATION OF GOVERNMENT FUNCTION**,
 "Predominately Internal"

Premature Disclosure: See **DISCLOSURE OF RECORDS**

PRIVACY:

Addresses: See **ADDRESSES**

Age91-26, 05-16

Appearance in Court..... 99-2

Applicants: See **APPLICANTS**

Awareness of Record's Existence Not Needed for Privacy Right to Exist 90-13

Balancing Test 89-1, 89-2, 89-4, 89-5, 89-9, 89-12, 89-16, 89-17, 90-7, 90-12, 90-13, 90-14,
 90-15, 90-16, 90-17, 90-18, 90-21, 90-25, 90-26, 90-28, 90-29, 90-30, 90-13,
 90-35, 90-36, 90-37, 90-38, 91-8, 91-12, 91-18, 91-21, 91-26, 91-27, 91-28,
 92-4, 92-8, 92-11, 92-14, 92-15, 92-17, 92-18, 92-19, 92-20, 92-22, 93-5,
 93-20, 93-4, 94-6, 95-6, 95-7, 95-9, 95-10, 97-1, 97-10,99-3, 99-6, 99-7, 99-8,
 99-9, 01-03, 02-04, 03-02, 03-04, 03-16, 03-18, 04-05, 04-12, 05-16, 07-01,
 07-11, 10-05, F16-04, F22-01

For Government Employees 98-5, 07-08, 10-03, F16-04

Birth Dates: See **BIRTH DATES**

Certified List of Eligibles97-1, 90-14

Citizenship 90-25, 94-8, 95-2, 99-3, 02-04

Commendation, Letters of 94-22

Compensation 03-16

Confidential Information Made Public by Statute..... 92-12

Cultural Activities in Marine Refuge, Permit Application for 07-11

Cultural Traditions and Community Standards, Effect of.....F15-01

Deceased Persons 90-13, 90-18, 90-26, 91-32, 91-33, 95-21, 97-2,
 01-03, 03-19, 05-16, F15-01

Deceased Persons' Records, Individuals Identified in91-32, 91-33, 95-21

Defamatory Statements, Potentially..... 04-09

Diminished Privacy Interest04-07, 05-16, 07-11, F22-03

Disciplinary Records, Government Employees90-12, 90-39, 94-7, 95-6, 97-1, 98-5,
 99-1, 07-09, F13-01

Drug Tests, Positive Test Results..... 06-03, F15-04

Educational Background: See **EDUCATIONAL BACKGROUND**

Electronic Information does not Allow Segregation of..... 10-02

Embarrassing Disclosures:

Audit of State Agency 90-21

Bankruptcy..... 89-5

Criminal Histories 89-5

Financial Status..... 89-5

Legitimacy of Children 89-5

Marital Status..... 89-5

Medical Condition..... 89-5

Negative Reflection on Agency..... 91-15

Reputation..... 89-5

Unsuccessful Applicant 89-2

Op. Ltr. No.

Welfare Benefits	89-5, 00-02
Employment Background: See EMPLOYMENT HISTORY	
Employment Misconduct	94-7, 95-6, 95-19, 96-2, 97-1, 98-5, 99-1, 07-08, 10-03, F13-01
Ethnicity:	
Applicants, State Employment Service	91-12
Apprentices	92-20
Arrested Individual, Nationality of	91-4
Blind Individuals	92-22
Deceased Individual	05-16
Hawaiian Quotient	91-19
Inmates.....	01-03
Lessees, Hawaiian Home Lands	91-19
Veterans Residing in Hawaii	92-8
Evaluations	89-2, 90-14, 90-21, 04-07, 05-05, 06-07
Evidence of Compliance with Statute	07-07
Examination Scores	90-14, 91-28, 92-18
FAMIS.....	02-12
FBI Identification.....	92-23
Financial Information: See FINANCIAL INFORMATION (OF INDIVIDUALS)	
Glomar Response: See GLOMAR RESPONSE	
Government Employees, Limited Right to Privacy	89-9, 90-16, 94-8, 03-16, 04-13, 07-09, 10-03, F16-04, F22-01
Governor's Records (former Governors)	94-6
Hawaiian Quotient.....	91-19
HIPAA.....	03-05, 03-19, 12-01, F15-01
Housing Applicants (Government Subsidized).....	92-11
Income.....	91-2, 92-17
Identified in Court Records	99-2, 05-16
Individuals' Names Publicly Announced	92-11
Interview Scores: See PERSONNEL	
Investigation, Conclusion of	95-21, F13-01
Investigation Reports.....	91-6, 95-21, 98-5, 99-2, 99-9, 01-04, 03-18, 04-05, 05-10, F13-01
Knowledge of Information's Existence.....	90-13, 97-8
Law Enforcement, Undercover Personnel	04-13
Law Enforcement Records	90-18, 91-4, 91-32, 92-19, 93-2, 94-1, 94-3, 95-21, 98-5, 99-2, 99-9, 04-12, 05-16, 07-04, F20-04, F22-01
Leasehold Fee Purchasers	91-21
Letters of Commendation	94-22
Library Circulation & Fine Records.....	90-30, 93-21
Licenses: See LICENSES AND PERMITS	
Likelihood of Actual Identification.....	95-2, 98-5, 99-2, 99-7, 00-02, F20-04, F22-01
Living Individuals Identified in Records About Deceased Persons	91-32, 91-33
Marital Status: See MARITAL/FAMILIAL STATUS	
Media, Individual's Disclosure to	94-21
Medical Information: See MEDICAL INFORMATION	
Membership in Citizens' Group.....	93-20, 03-04
Military Service.....	95-2
Minutes, Executive Meeting.....	06-07
Name Change Records.....	92-4
Names: See NAMES	

Op. Ltr. No.

Natural Persons, Privacy Limited to89-1, 89-5, 89-13, 90-3, 90-9, 90-13,
 90-15, 90-21, 90-30, 90-35, 90-37, 90-38,
 91-1, 91-6, 91-21, 91-27, 92-6, 92-7, 92-17,
 93-1, 93-5, 93-20, 94-20, 97-10, 02-4, 10-01

Nominees: See **APPLICANTS**

Oral Confidentiality Promises, Effect of 93-22

Pawn Transactions 95-9

Pending Proceedings 95-21

Pension Data90-1, 91-7

Personal Evaluation/Recommendation 95-24

Personnel Records: See **PERSONNEL RECORDS**

Petitions

 Against Government Employee 95-4

 Against Liquor License Issuance 94-10

Photographs 91-1, 05-10, F20-04

Physical Characteristics 90-25, 91-12, 92-20, 94-20, 01-03

Police Records 91-4, 93-2, 94-12, 98-5, 99-2, 99-8, 07-04, F20-04, F22-01

Public Announcement of Names 92-11, 06-07

Public Information, Application to 06-07, 07-08

Public Interest in Government Spending 90-21, 91-19, 94-15, 94-17, 94-18, 94-21, 94-28,10-05

Public Interest to be Considered 89-4, 89-16, 90-1, 90-7, 90-9, 91-19,
 92-11, 92-17,93-5, 93-13, 93-20, 93-22,
 94-21, 95-10, 95-14, 95-24, 97-10, 98-5,
 99-6, 99-7, 99-8, 99-9, 03-03, 06-04,
 06-07, 07-01, 07-07, 07-08, 07-11, 10-05

Public Records, Conflict with HRS § 92F-12 89-5, 89-6, 89-7, 89-8, 89-9, 89-16,
 90-7, 90-16, 90-20, 90-29, 90-31, 90-34,
 90-40, 91-11, 91-26, 92-18, 93-1, 93-10,
 94-9, 97-7, 11-01

Public Records, Pre-UIPA 90-20, 90-36, 92-5, 92-20, 99-5, 00-02

Public Testimony, Effect of 06-04

Public Trial 05-16

Qualifications: See **EDUCATIONAL BACKGROUND; EMPLOYMENT**

HISTORY

“Scintilla of Public Interest”: See **LEGISLATIVE HISTORY, UIPA,**

 Privacy Exception

Service Holder Data (Water) 90-29

Settlement Agreements 89-10

Sex Offender Records 95-11

Sexual Harassment: See **SEXUAL HARASSMENT**

Signatures

 Applicant, Government Employment 95-2

 Petition Against Employee 95-4

Social Security Numbers: See **SOCIAL SECURITY NUMBERS**

Sponsor of Visitor to Kalaupapa Settlement F16-04

Successful Candidate for Employment 06-04

Surviving Family Members 90-18, 91-32, 97-2, 05-16, F15-01

Suspect's Identity 92-19, 93-2, 95-21, 99-2, 05-10

Telephone Numbers, Home: See **TELEPHONE NUMBERS, Home**

Third Party's Privacy Implicated 06-04

Typewritten Copy of Handwritten Record 94-3

UIPA Record Requesters 90-37, 93-23

Veteran Status 92-20

Op. Ltr. No.

Vital Records 07-07
 Waiver
 Consent to Disclosure..... 89-16, 91-12, 93-20, 94-21, 01-04, 06-07, 10-05
 Disclosure to Media.....94-21, 98-5, 06-07
 Water Service Consumption Data: See **WATER SERVICE CONSUMPTION DATA**
 Welfare: See **WELFARE, SOCIAL SERVICES**
 Work Experience
 Governmental89-2, 91-8, 95-2
 Non-governmental 89-13, 90-21, 91-12, 95-2 97-10, 07-11
 Workers' Compensation Claim Information 94-21, 10-05

PRIVACY ACT, FEDERAL:

Relationship Between UIPA & Privacy Act91-18, 95-23

PRIVILEGED RECORDS:

Attorney-Client 89-10, 91-23, 02-13, 06-07, F14-01
 Attorney Work Product
 Factual & Deliberative Material 92-14, 01-05
 Factual Material Already Disclosed 92-14, 98-3
 Not Limited to Documents Prepared by Attorney..... 92-14
 Burden of Proof 93-15, F20-04
 Constitutional/Statutory Privilege 92-14, 02-03, 10-04, F14-01
 Deliberative Process Privilege: See **INTER/INTRA-AGENCY
 CORRESPONDENCE/MEMORANDA**
 Physician-Patient Communication 93-15, 01-05
 Record Prepared in Anticipation of Litigation..... 01-05, F14-01, F17-01
 Waiver of Privilege 91-23, F14-01 91-23, F14-01

Proceedings: See **HEARINGS**

Processing Requests: See **DISCLOSURE OF RECORDS; PERSONAL RECORD
 REQUEST; RECORDS COLLECTION
 PRACTICES; REQUESTS UNDER UIPA**

Procurement: See **BIDS AND PROPOSALS**

PROFESSIONAL AFFILIATIONS:

American Bar Association 91-15
 Association of American Law Schools..... 91-15
 National Association of State Contractors' Licensing Agencies..... 90-28
 National Council of Architectural Registration Boards 91-5
 Seminar Attendees..... 89-16
 See also OCCUPATIONS

PROGRAM REVIEWS:

Law School (UH) 91-15
 University of Hawaii..... 90-11

Promises of Confidentiality: See **CONFIDENTIALITY, GENERAL CONCEPTS;
 PERSONAL RECORDS REQUESTS**

Proposals: See **BIDS AND PROPOSALS**

PROPRIETARY INFORMATION:

Confidentiality Agreements 90-2
 Generally.....90-2, 02-07, F17-02, F18-03, F21-02
 Government Contract Bids 90-15

See also **CONFIDENTIAL COMMERCIAL
 & FINANCIAL INFORMATION**

Public Assistance, Recipient of: **See WELFARE, SOCIAL SERVICES**

Public Disclosure, Premature: **See DISCLOSURE, INTENTIONAL;
 DISCLOSURE OF RECORDS**

Public Employees: **See GOVERNMENT EMPLOYEES; PERSONNEL**

Public Funds, Expenditure of: **See PRIVACY, Public Interest in Government
 Spending; PROCUREMENT; PUBLIC RECORDS**

Public Interest: **See PRIVACY, Balancing Test**

PUBLIC RECORDS:

Abstracts, Drivers' 90-4
 Adult Residential Care Home Facilities
 Statements of Deficiencies and Plans of Corrections 89-17
 Affidavits, Voter Registration 90-22
 Applications
 Animal Registration 90-31
 Boards and Commissions, Successful Applicants for Appointment 91-8
 Building Permit 90-20
 Massage Therapists' License 91-11
 Pesticide Applicator Certification 92-18
 Seminar Attendees' Registration..... 89-16
 Appraisals..... 91-10, F19-04
 Audiotape, Public Meeting 92-13
 Audits
 Airport Concessioner Revenue Audits 90-3
 Financial and Compliance Audit 90-21
 Budget Ordinance 91-17
 Building Plans 90-20, 99-5
 Certified Payroll Records 89-8, 97-7
 Condominium Association Registry 93-16
 Citations
 Marine Patrol 94-20
 Traffic 95-20
 Contracts
 Attachments to Hawaii Visitors Bureau Contract 92-17
 Consultants..... 91-16
 Employment..... 03-16
 Kona Community Hospital 98-2, 99-4
 Conviction Data 92-23
 Correspondence
 Spaceport Master Plan, Contract Terms..... 91-16
 University of Hawaii Law School 91-15
 Course Materials, Training Courses 90-6

Op. Ltr. No.

Data File, Lessees' (DHHL)	91-19
Decisions: See OPINIONS AND ORDERS	
Declarations of Water Use	90-35
Disciplinary Action, Formal Charges	90-39
Drug Tests, Number of Positive Results.....	06-03
Electronic Mailing List (Water Use)	90-35
Escheated Warrants Reports.....	90-38
FAMIS.....	02-12
Final Documents	93-19
Financial Disclosure Statements, Face Sheet.....	95-14
Government Employees	
Compensation.....	89-11, 91-17, 03-16
Employment-Related Misconduct.....	94-7, 07-09, F13-01
Sick Leave	90-17
Vacation Leave.....	90-17
Government Website, Information Published On.....	F17-02
Inmate Search Policy	94-25
Interview Score Worksheets	94-8
Invoices	
Harbor Demurrage Fees.....	92-9
Import.....	94-14
Leases of State Land	03-21, 07-07
Leaves of Absence, Government Employees.....	90-17
Ledger Trial & Age Analysis, Lessees	91-19
Legislative Enactment.....	91-17
Letters of Commendation or Appreciation	94-22
Library Fines.....	90-30
Lists	
Employees, Prospective	93-5
Employers, Self-Insured.....	92-7
Inmates.....	89-14
Law School Admissions Committee.....	89-9
Licensed Contractors.....	90-28
Nominees for Ethics Commission	93-13, 93-22
Registered Lobbyists Mailing List.....	92-12
Section 8 Housing Waiting List	92-10
Students, WICHE Program.....	94-28
Voters, General County Register.....	90-22, 04-08
Waiting Lists	89-4, 92-11
Water Use Declarants Mailing List.....	90-35
WICHE Program Participants	94-28
Loans	
Delinquent Loan Reports	89-6
Lessees' Ledger Trial Balance (DHHL).....	91-19
State Loan Program Records	89-5
Manual, PSD Policies & Procedures	90-34
Maps	
Tsunami Inundation Maps.....	F18-02
Memoranda, Intra-Agency Cited or Identified at Public Meeting	91-22
Minutes, Executive Meeting.....	06-07
Minutes, Open Meeting	92-27, 02-06, 03-07, 03-13
Mug Shots (Booking Photographs).....	94-12
Name Change Orders.....	92-4

	<u>Op. Ltr. No.</u>
Newsletter, <u>Ag Rag, The</u>	92-15
Newspaper Clippings Binder, (PSD).....	91-25
Notices	
Violation, County Public Works.....	90-36
Workers' Compensation Insurance.....	89-1
Opinion Letters	
Attorney Opinions, General Applicability and Policy	91-23, F14-01
City & County of Honolulu Ethics Commission Advisory Opinions.....	98-1
Requests for OIP Opinion Letters	90-37
Ordinances	
Honolulu, City & County of.....	89-11
Kauai County Budget.....	91-17
Pardons, Gubernatorial	89-7
Parking Rates	89-11
Payroll Records, Certified.....	89-8
Permits, Agricultural Import	94-14
Visitor to Kalaupapa Settlement	F16-04
Petition Against Liquor License Issuance	94-10
Police Department Records	
Mug Shots (Booking Photographs)	94-12
Police Blotter	91-4, 07-04
Special Duty, List of Contractors for.....	91-2
Standards of Conduct	91-3
Proposals	
Accepted Proposals, Title Services for Leasehold Fee Purchases.....	91-21
Public Contracts, Bids.....	90-15
Public Safety, Department of	
Inmate Roster	89-14
Newspaper Clippings Binder	91-25
Policies and Procedures Manual.....	90-34
Standards of Conduct	92-1
Table of Contents, Policies and Procedures Manual	91-30
Rating Guidelines.....	94-8
Rating Sheets, Purchase of Service Proposals.....	91-14
Real Property Tax Information	01-02, 11-01
Registration	
Animals	90-31
Firearms	90-25, 07-01
Reports	
Ambulance.....	91-33, 05-05
Autopsy.....	91-32, F15-01
Toxicology Reports.....	F15-01
DAGS Report to Legislature, Claims Against the State	92-14
Daily Activity (Incident).....	94-3
Delinquent Loan	89-6
Demurrage Fee Report Forms	92-9
Escheated Warrants.....	90-38
Financial Reports Filed with PUC	93-40
Food Poisoning Incident.....	91-27
Foreign Real Property Owners	02-04
Harbor Demurrage Fees	92-2
Inspection, Agricultural	94-14
Investigative, Agriculture Department	91-6
Law School Joint Site Evaluation	91-15

	<u>Op. Ltr. No.</u>
Property Presumed Abandoned.....	90-13
Self-Insurer for Workers' Compensation	93-3
Requests	
Requests for OIP Advisory Opinions.....	90-37
UIPA Record Requests	90-37, 93-23
Resumes	
Commission Members	94-9
Reviews	
Construction Plans, Review by Commission Persons with Disabilities.....	92-5
Rosters: See Lists (above)	
Salaries	
Government Employees, Identified in Budget Ordinance	91-17
Research Corporation, University of Hawaii (RCUH)	90-33
Settlement Agreement, Anti-Trust Case.....	92-21
Settlement Agreement Funded by Insurance	10-01
Settlement Proposal (OTG)	94-17
Shipping Manifests	94-14
Sick Leave, Government Employees.....	90-17
Statements	
Deficiencies & Plans of Correction, Adult Residential Care Home Facilities	89-17
Summaries, Interview Scores	91-24
Supplementary Homicide Report.....	94-1
Table of Contents, PSD Policy & Procedures Manual	91-30
Tape Recordings.....	92-13
Testimony	04-09
Third Party Privacy Implicated	06-04
Training Course Materials	90-6
Transcripts	
Labor Board Proceedings	95-22
Public Proceedings	90-35
Vacation Leave, Government Employees.....	90-17
Voters	
General County Register	90-22, 04-08
Registration Affidavits	90-22
Water Use, Declarations of.....	90-35
Water Service Consumption Data	90-29
Workers' Compensation	
Lists of Self-Insured Employers	92-7
Notices of Insurance	89-1

PUBLIC RECORDS REPORT (UIPA):

Entities Exempt From Reporting Requests	92-2
---	------

Purchasing, Government: See **BIDS AND PROPOSALS; CONTRACTS;**
FRUSTRATION OF GOVERNMENT FUNCTION

PUBLICATION OF RECORDS:

Not Required.....	10-03
-------------------	-------

R

RATING DOCUMENTS:

Job Interview Score Sheets	91-24, 94-8
Rating Guidelines, Police Promotion.....	94-8

"Readily Retrievable": See **RECORDS COLLECTION PRACTICES**

REAL PROPERTY TAX INFORMATION02-04, 11-01

Reason for UIPA Request: See **REQUESTERS, ACCESS INTEREST OF**

Recommendations: See **INTER/INTRA-AGENCY CORRESPONDENCE/
MEMORANDA**

RECOMMENDATION, PERSONAL 92-24

RECONSIDERATION, STANDARD FOR..... 02-08

RECORD FORMAT:

Electronic Format: See **ELECTRONIC INFORMATION**

Denial Where Exception Applies90-35, 10-02

Denial Where Significant Risk of Damage to Original Record..... 90-35, 10-02

Distinction Between Electronic Forms..... 10-02

No Duty to Create New Format..... 97-6

Request for Original Record Versus CopyF15-03

Requester's Choice of Format 90-35, 92-8, 92-12, 92-13, 01-03, 04-16, 10-02

Typewritten Copy of Handwritten Record..... 94-3

RECORDINGS:

Public MeetingsF16-03

RECORDS COLLECTION PRACTICES:

Control Over Record (Administrative) 92-25, 95-8

Creation of Records Not Required90-31, 93-16, 94-3

Data Banks90-7, 90-13, 99-3

Destruction of Records: See **RECORDS DESTRUCTION**

Existing Programming Capabilities 90-35, 92-7, 99-3, 12-01

Format of Record: See **RECORD FORMAT**

From Non-Governmental Entities 02-05

Location of Record91-25, 92-26, 95-8

Only What is Necessary 99-6, 02-05

"Readily Retrievable" 90-31, 90-35, 92-7, 93-16, 04-16, 12-01

Retention

Agency not Required to Maintain Record 95-20, 97-8, 02-05

Limited..... 95-20

"Routinely Compiled"..... 90-35

"Unofficial" Personnel Files 94-29

RECORDS DESTRUCTION:

Destruction of Record to Avoid Disclosure 92-13

Destruction would be Violation of Good Faith 97-8, 99-7

Governed by State Archives 89-5, 92-13, 99-7

RECORDS, LIMITED DISCLOSURE REQUIRED BY LAW:

Arrests 97-5

Driver's License Information (Jury List)..... 92-16

Op. Ltr. No.

Federal Regulations	94-13, 12-01
Union Request For Personnel Files	94-22
Voter Registration Affidavits	90-22

RECORDS MADE PUBLIC BY COURT ORDER 95-16

RECORDS MADE PUBLIC BY STATUTE:

Abstracts of Motor Vehicle Records	90-4
Accounting	
Charter Schools	03-10
Airport Property Appraisals.....	91-10
Certified Payroll Records.....	97-7
County Budget	05-03
ERS Board Meeting Minutes	92-27
Financial Reports Filed with PUC.....	93-4
Land Ownership, Transfer Records.....	02-04
Leases of State Land.....	03-21
Limited Disclosure	
Arrests.....	97-5
Driver's License Information (Jury List)	92-16
Union Request for Personnel Files.....	94-22
Voter Registration Affidavits.....	90-22
Liquor Commission, Licensing Records.....	94-10
Massage Therapist License Applications	91-11
Ordinance, Records Made Public by	01-02
Real Property Tax Information	02-04, 11-01
State Auditor Reports.....	92-25
Voters, Registered.....	04-08

RECORDS PROTECTED BY COURT ORDER 93-9, 02-03

RECORDS PROTECTED BY REGULATION OR RULE:

Constitutional Grant, Rulemaking Power	92-3, 93-9
Federal Rules of Procedure	93-15
General Legislative Delegation of Rulemaking Power.....	92-3
HIPAA Rules	03-05, 03-19, 05-05, 12-01
Supreme Court Rules.....	04-02, F22-02

See also ADMINISTRATIVE RULES

RECORDS PROTECTED BY STATUTE:

Accident Investigation Records (DOSH).....	95-5
Architect's License Exam & Answers	93-6
Arrest Records.....	97-5
Attorney-Client Privileged Records	02-13, 06-07, F14-01
Child Abuse	90-5
Conflict with HRS § 92F-12, Effect of	92-10, 00-02
Contract, Information Protected by	92-11
County Charter, Information Protected by	95-14, 96-2
Criminal History Record Information	91-4, 95-11, 03-09
Discovery Prohibited by Statute	95-5, 95-17
Drug Test Information	F15-04
Ethics Investigation	F20-02

	<u>Op. Ltr. No.</u>
FAMIS	02-12
Financial Information of Insurance Companies	90-32
Firearms Permits	07-01
Firearms Registration	95-18, 07-01
General County Register	04-08
Hawaii Civil Rights Commission	91-22
Inadmissible Records (by Statute)	95-5
Juvenile Records:	
Arrest Records	91-4
911 Tapes	05-17
Medical Records	
Health, Department of	92-22
HIPAA	03-05, 03-19, 12-01, F15-01
Physician-Patient Privilege	93-15
Minutes of Executive Session	F20-01
Motor Vehicle Registration Information	91-13
Name Change Records.....	92-4
Occupational Safety & Health Records	95-5, 95-17
911 Tapes (minor)	05-17
Ordinance, Records Protected by	01-02
Privileged Records: See PRIVILEGED RECORDS	
Reports Identifying Medical Patients	93-14
Required Reports	F14-01
Residents of Mental Health Facilities	89-13
Student Education Records (FERPA)	92-22, 93-2
Tax Closing Agreements	F21-01
Tax Compromises.....	89-3
Tax Return Information	89-3, 90-38, 92-22, F19-05
Traffic Records	10-04
Trail & Access Inventory	92-6
Unemployment Compensation Benefit Records.....	91-12
Unemployment Compensation Determinations.....	04-18
Welfare Recipients.....	90-26, 00-02
Withholding, Express Language Required	92-6, 92-12, 92-23, 95-5
<i>See also</i> FERPA; PRIVILEGED RECORDS; HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT	

Records Report (UIPA): See **PUBLIC RECORDS REPORT (UIPA)**

Redaction: See **SEGREGATION**

Referring Requester to Another Agency: See **REQUESTS UNDER UIPA**

REGISTRATION RECORDS:

Animals.....	90-31
Firearms	90-25
Motor Vehicle	91-13
Seminar Attendees	89-16
Vessels	99-3
<i>See also</i> LICENSES AND PERMITS	

Regulations, Records Protected by: See **RECORDS PROTECTED BY
REGULATION OR RULE**

**REPORT OF GOVERNOR'S COMMITTEE ON PUBLIC
RECORDS AND PRIVACY:**

Bid Documents and Results	90-15, 91-14, 92-17, 95, 93-5, 94-26
Building Permits	90-20
Certified Payroll Records.....	89-8
Computer Matching Via SSN.....	90-7
Consultants	94-11
Contract Hires	89-11, 91-21, 91-31, 94-11
Employees' Salaries (Government)	90-1, 91-26, 93-10
Employees, Privacy (Government).....	89-9
Gubernatorial Pardons	89-7
Immunity and Penalty Provisions	91-20
Impact on UIPA	89-6, 89-7, 89-8, 89-11, 89-14, 90-1, 90-15, 92-17, 92-27, 93-5, 93-10, 94-11
Inmate Status	89-14
Inter-Agency Disclosure	90-9, 90-10
Judiciary Records Access.....	90-4
Land Ownership, Transfer Records.....	02-04
Legislature, Disclosure to	90-10
Loans, Government	89-5, 89-6, 93-1
Medical Examiners.....	F15-01
Minutes of Open Meetings	92-27
Name Change Information.....	92-4
Personal Records.....	F13-01
Proprietary Information.....	90-2, 02-07
Purchasing Information	90-15, 92-17, 94-17, 94-26
Real Property Tax Information.....	02-04
Records Collection Practices	90-13
Salaries.....	90-1
Spending Information.....	93-5
Trade Secrets	90-2, 90-15, 97-4, 02-07
Transcripts of Meetings/Hearings	95-22
Water Service Consumption Data	90-29

REPORTS:

Accident Reports (DOSH Investigation)	95-5, 95-17
Accreditation of Law School	91-15
Ambulance	91-33, 05-05
Annual Reports	
Corporations.....	90-28
Motor Carriers, Financial Reports	93-4
Partnerships	90-28
Property Presumed Abandoned.....	90-13
Public Utilities, Financial Reports.....	93-4
Self-Insurer for Workers' Compensation	93-3
University of Hawaii	90-11
Appraisal	91-10, F19-04
Architecture School Site Evaluation.....	91-15
Audits	90-3, 90-21

OIP Op. Ltr. Index - UIPA

	<u>Op. Ltr. No.</u>
Autopsy/Coroner.....	91-32, F15-01
Toxicology Reports.....	F15-01
Claims Against the State	
DAGS Claim	92-14
DAGS Report to Legislature.....	92-14
Convention Center Authority.....	92-26
Crime Victim Compensation Commission.....	05-16
Daily Activity (Incident).....	94-3
Education Department Claim.....	92-14
Employee, Investigation of	94-27, 95-19, 98-5
Escheated Warrants	90-38, 98-4
Executive Search Firm	89-2
Foreign Real Property Owners.....	02-04
Harbor Demurrage Fee	92-9
Infectious and Communicable Diseases	93-14
Inspection, Agricultural Operations	91-6
Inspection, Green Coffee Beans	94-14
Investigation, Pending Cases.....	91-9
Investment Performance	F21-02
Law School Site Evaluation & Accreditation	91-15
Minimum Decision Records	F19-01
Occupational Safety & Health Investigation	95-5, 95-17
Outstanding Checks Reports	98-4
Police	99-2, F20-04, F22-01
Police Internal Affairs	98-5
Sanitation, Food Establishment	91-27
Self-Study Reports.....	90-11, 91-15
Sexual Harassment Panel.....	94-27
State Enforcement Plan	93-19
Statistical Summaries	89-5
Subdivision Applications	03-08
Supplementary Homicide Report.....	94-1
University Ethics Committee.....	95-23
University Faculty Advisory Committee.....	95-7
Workplace Violence Investigation	F13-01
<i>See also PUBLIC RECORDS REPORT (UIPA)</i>	

Reproduction of Records: See **COPYING FEES; RECORD FORMAT**

REQUESTERS, ACCESS INTEREST OF:

“Any Person”	01-07, 05-16, 10-05, F20-04
Commercial User	90-35
Government Employees	01-07, 10-02
Identity of.....	90-29, 10-02, 10-05
Motor Vehicle Registration Information	91-13
Outstanding Checks Reports	98-4
Police Internal Affairs	98-3
Private Detective	91-13
Purpose Generally Irrelevant	89-5, 90-7, 90-9, 90-29, 90-35, 93-7, 95-16, 99-3, 04-03,05-16,10-02,10-05, F20-04
Selective Disclosure	04-03
Vital Statistics, Genealogical Research.....	90-23

See also **IDENTITY OF UIPA RECORD REQUESTER; REQUESTS UNDER UIPA**

Requests for Proposals (RFPs): See **BIDS AND PROPOSALS**

REQUESTS UNDER UIPA:

Actual Government Record, not Summary, Required	94-3
Choice of Format: See RECORD FORMAT	
Creation of Records not Required	90-31, 90-35, 94-3, 97-8, 03-08, 10-02
Fees	
Good Faith Estimate	F22-03
Fees chargeable	04-03, 05-06
Health/Safety of an Individual.....	93-12, 93-15, 03-19
OIP Advisory Opinions	90-37
Processing Requests, Procedures for	92-26, 97-8, 99-3, 04-03
Reason for Request: See REQUESTERS, ACCESS INTEREST OF	
"Reasonable" Description of Records	93-7, 95-20, 99-3, F20-04
Reasonable Search.....	97-8, F16-03, F20-04
Reasonable Time to Respond	94-20
Referring Requester to Other Agency	92-26, 94-29, 95-15
Referring Requester to Website	10-02
Requests for Government Records, Disclosure of	90-37, 93-23
Right to Inspect Includes Right to Copy.....	90-20, 99-5
Routing Requests Through a Central Location.....	01-07
Sale of Information	04-03
Standing Requests.....	94-3, 97-6
Time Limit for Agency Disclosure	
Generally.....	94-20, 01-07
Minutes of Public Meeting.....	92-27
Notice to Requester	F22-03
Personal Records Requests.....	90-29, 92-24
Suspension of Agency Deadlines	F22-03
Timing of Disclosure	93-5, 94-26, 94-27
"Unofficial" Personnel Files.....	94-29
Written, Request Not Required to be	89-5, 90-29, 93-7, 99-3

See also **DISCLOSURE OF RECORDS; IDENTITY OF UIPA RECORD REQUESTER; PERSONAL RECORDS REQUESTS**

RESOLUTIONS.....02-09

Resumes: See **EDUCATIONAL BACKGROUND; EMPLOYMENT HISTORY**

RETALIATION, THREAT OF95-4, 98-1, 01-04

Retention of Records: See **RECORDS DESTRUCTION**

Retirement Records: See **PENSIONS AND RETIREMENT SYSTEMS**

"Reverse FOIA": See **CONFIDENTIAL COMMERCIAL & FINANCIAL INFORMATION**

Right to Privacy: See **PRIVACY**

Rosters: See **LISTS**

"Routinely Compiled": See **RECORDS COLLECTION PRACTICES**

ROUTING REQUESTS 01-07
Rules: See **ADMINISTRATIVE RULES; RECORDS PROTECTED BY REGULATION OR RULE**

S

Salaries: See **COMPENSATION**

Sanitarian's Final Report: See **REPORTS**, Sanitation

Scores: See **BIDS AND PROPOSALS; EXAMINATIONS; INTERVIEWS**

SEARCH FOR RECORD:

Good Faith Effort 97-8, F22-03
Reasonable Search for Record 97-8, F16-03
Search Not Required F16-03

Secret Files: See **DISCLOSURE OF RECORDS**, "Unofficial" Personnel Files

SEGREGATION OF INFORMATION: (Prior to Disclosure)

Cost of Segregation00-02, 04-03, 05-06
Deliberative Material 00-01
Duty to Segregate 89-5, 90-8, 90-31, 91-1, 94-17, 95-13, 97-9, 99-2,
00-01, 00-02, 09-02, 12-01, F17-02, F20-04, F22-01
Factual Information in Attorney Work Product Record 01-05
Generally 04-05
Individually Identifiable Information 91-24, 94-3, 94-8, 95-2, 95-7, 95-11, 95-21, 98-1, 98-5,
99-2, 99-6, 99-7, 01-04, 03-18, 10-03,
F15-04, F20-04, F22-01
Information Not Requested 92-7, 99-2, 00-02
Likelihood of Actual Identification Even After Segregation 95-2, 95-5, 95-7, 95-11, 95-21,
98-1, 98-5, 99-2, 00-02, 01-04, 10-03
Not Reasonable 90-8, 90-11, 05-06, F20-01, F22-01
Personal Records F13-01
"Readily Retrievable"90-14, 90-35, 92-7

Reasonable Segregation.....90-2, 90-8, 94-8, 95-13, 00-01, 09-02
UIPA Requests.....93-23, 97-7

Self-Study Reports: See **PROGRAM REVIEWS**

SEMINARS..... 89-16

Service Holder Data: See **WATER SERVICE CONSUMPTION DATA**

SETTLEMENT AGREEMENTS:

Aloha Stadium Litigation 89-10
Confidentiality Provisions 02-01
Film Exhibition Anti-Trust Case 92-21
Frustration of Government Function 89-10, 02-01
Judiciary 04-02

Op. Ltr. No.

Ka Loko Dam Settlement	10-01
OTG Settlement Proposal.....	94-17
Privacy	02-01
Severance Agreements: Judiciary	04-02

SEXUAL HARASSMENT:

Complaint	90-12, 90-39
Complaint Procedure, Flawed.....	90-39
Disciplinary Action Taken	90-12, 90-39
Fact Finding Report of Panel	94-27
Formal Charge/Complaint: See FORMAL CHARGE/COMPLAINT	
Report, Faculty Advisory Committee	95-7
Requesters of Sexual Harassment Records	93-23, 01-04

SHAREHOLDER	02-04
--------------------------	-------

Sick Leave Records: See **PERSONNEL**, Leave of Absence

SIGNATURES:

Applicant, Government Employment	95-2
Petition Against an Employee.....	95-4

SOCIAL SECURITY NUMBERS:

Applicant, Government Employment	95-2, 06-04
Apprentices.....	92-20
Candidate Nominating Papers Signatories	04-11
Certified Payroll Records.....	89-8, 97-7
Contractors	90-28
Criminal Suspect.....	99-2
Firearms Registration	90-25, 07-01
Hawaiian Home Lands Applicants	89-4
Inmate Directory Information	89-14, 01-03
Job Applicants	91-12, 95-2
Lessee Data File, Hawaiian Home Lands	91-19
Licensed Drivers	92-16
Marine Patrol Citations, Person Arrested.....	94-20
Massage Therapist License Applicants	91-1
Members, Public Employees Health Fund	91-18
Petition Signatories	04-11
Protection by Statute	07-07
Real Property Tax Information	11-01
Redaction of	11-01
Requesters of Conviction Information	96-4
Teacher Certification Status	90-7
Workers' Compensation, Work Injury Notice	94-21

Source, Identity of: See **COMPLAINANT'S IDENTITY; INFORMANTS;
INFORMATION PROVIDED BY A SOURCE; PERSONAL RECORDS
REQUEST**

SPECIAL TREATMENT FACILITIES:

Licenses' Information..... 89-13

Standards of Conduct: See **GOVERNMENT EMPLOYEES**

STATEMENTS, AGENCY:

Interpretations, Statutes or Regulations 90-34
 Public Safety Policy & Procedure Manual..... 90-34

STATISTICAL DATA94-1, 95-24, 12-01

STATUTE AUTHORIZES DISCLOSURE 03-14

STATUTORY CONSTRUCTION:

"A" or "An," Term, Introduced by 89-14
 Absurd Result 89-14, 90-1, 90-23, 90-39, 91-22, 92-3, 93-6,
 94-11, 03-14, 05-09
 Access Provisions Liberally Construed 89-14, 90-15, 95-9, 90-20, 90-33,
 93-10, 94-3, 99-5
 Ambiguity 90-1, 90-20, 90-29, 91-13, 91-22, 91-31, 92-27,
 93-4, 93-6, 94-10, 95-6, 95-14
 Amendments to Existing Statutory Language 92-6, 97-1
 "And" 89-13, 90-12, 90-23, 03-14
 Common Meaning Rule 89-14, 90-9, 90-12, 92-8, 92-18, 92-27,
 93-17, 94-10, 94-11, 95-6, 95-14, 95-22, F19-01
 Compensation Construed 90-1
 Conflict Between Records Protected by Statute and HRS § 92F-12(a) 92-10, 00-02
 Deliberative Process Construed 90-21
 Disclosure Favored over Confidentiality 93-10, 94-3, 94-11
 Entire Context Examined 90-22, 91-22, 93-10, 01-01
 Express Mention of One Thing Implies Exclusion of Others 93-7, 00-02
 "In Pari Materia" 94-30, 95-4, 01-01, 07-01
 Inter-Agency Requests
 Recipient Agency's Duties & Functions Narrowly Construed 90-9, 90-24
 Interpretation by Administrative Agency or Court 91-23, 05-09
 Interpretation of Uniform Acts 91-18, 92-22
 Language of Statute 94-10, 94-11, F21-02
 Legislative History, Use of 89-14, 91-20, 92-4, 92-6, 92-12, 93-4,
 95-5, 95-6 95-17, 95-18, F21-02
 Legislative Intent from Statute when Clear and Unambiguous 97-1
 Mandatory Statutes 90-26
 "May" 90-22
 No Vested Right in Confidentiality of Records 90-39
 Ordinances, UIPA Supersedes when Inconsistent 96-2
 "Personal Record" F13-01, F20-04
 Privacy Exception Applies a Balancing Test, not Express Confidentiality..... 97-1
 Records Compiled/Created, Pre-UIPA..... 93-22
 Retroactive Application of UIPA 93-22, 97-1
 Same Subject Statutes Construed Together 90-40, 91-18, 92-24, 94-30, 01-01
 Specific Prevails over General Statute..... 92-10, 92-22, 93-7, 94-9, 95-18, 95-22, 00-02
 State & Federal Law Construed Together 90-9, 95-4
 Subsections of Statute Construed..... 92-4
 Superfluous Language Disfavored..... 01-01

Op. Ltr. No.

Tax Laws 89-3
Unconstitutional Construction Disfavored 01-01
UIPA Exceptions Narrowly Construed 89-14, 89-16, 90-3, 90-20, 91-15, 92-27,
93-5, 93-10, 94-3, 94-9, 94-11, 94-18, 95-4

See also **LEGISLATIVE HISTORY, UIPA; RECORDS PROTECTED
BY STATUTE**, Conflict with HRS § 92F-12

STUDENTS 94-27, 94-28, 95-3

SUBPOENAS 95-16, 02-03

SUICIDES 95-21

SUMMARIES:

Actual Record, Not Summary, Required 94-3, 10-02
Creation of Summary Not Required 92-7, 97-8, 10-02
Job Interview Scores 91-24
Massage Therapist License Applications 91-11

SURVEYORS:

Certificate of Experience 92-24, 05-13

SURVEYS 95-24, 05-13

Suspects, Identity of: See **LAW ENFORCEMENT RECORDS**

T

TAPE RECORDINGS 90-18, 92-13

TAXATION:

Application for Tax I.D. Number 92-18
Closing Agreements F21-01
General Excise Tax Statements..... 01-02
Income Tax Statements..... 01-02
State Franchise Tax..... 92-10
Tax Compromises..... 89-3
Tax Department Written Determinations/Opinions 92-10
Tax Return Information 89-3, 90-38, 92-22, F19-05

TAX MAP KEY..... 02-04

TELEPHONE NUMBERS:

Business
Applicants
Boards & Commissions..... 91-8
Government Employment 95-2
Generally F17-02
Visitor to Kalaupapa Settlement..... F16-04
Registered Lobbyists 92-12
Seminar Attendees 89-16

Op. Ltr. No.

Home

Applicants

Boards and Commissions	91-8
Condominium Association Board Members	93-16
Government Employment	95-2, 06-04
Government Funds/Lands	07-07
Government Subsidized Housing.....	92-11
Massage Therapist License	91-1
Pesticide Applicator Certification	92-18
Professional/Vocational License.....	90-10
Sealed Bids.....	F17-05
State Employment Services Job.....	91-12
Visitor to Kalaupapa Settlement	F16-04
Architectural Registration Exam Jurors	91-5
Board of Water Supply Customers	90-9
Dog License Applications.....	90-31
Firearms Registrants	90-25, 07-01
Generally	89-13, 05-08, 05-16, F20-04
Government Employee as Subject of Investigation	98-5
Law School Personnel.....	91-15
Library Patrons.....	90-30
Requesters of Conviction Information.....	96-4
Seminar Attendees	89-16
UIPA Record Requesters	90-37
Vessel Registration	99-3
Water Use Declarants	90-35
Workers' Compensation, Work Injury Notices.....	94-21

Test, Testing: See **EXAMINATIONS**

Time Limits for Response: See **PERSONAL RECORDS**, Agency Deadlines to Permit Inspection; **REQUESTS UNDER UIPA**

Tort Claims against the State: See **REPORTS**

TRADE SECRETS:

Bid/Proposal Information	90-15, 91-21, 92-17, 97-4
Confidential by Agreement	90-2
Defined	90-2, 92-17, 97-4
Factors	92-17, 97-4, F17-01

TRAFFIC RECORDS90-4, 91-13, 10-04

TRAINING BACKGROUND 94-9

TRAINING MATERIALS:

Department Supervisory Management Course	90-6
--	------

TRANSCRIPTS 90-35, 92-13, 95-22, 96-1

TRUST:

Beneficiary	02-04
Trustee.....	02-04

U

UIPA Statutory Interpretation: See **EXCEPTIONS (UIPA), CONSTRUCTION; LEGISLATIVE HISTORY, UIPA; PERSONAL RECORDS REQUESTS; REQUESTS UNDER UIPA; STATUTORY CONSTRUCTION**

UNIONS, DISCLOSURE TO 90-14, 94-22

University of Hawaii: See **DEPARTMENTS & AGENCIES**

"Unofficial" Personnel Files: See **REQUESTS UNDER UIPA, "Unofficial" Personnel Files**

UNSUCCESSFUL APPLICANTS 89-2, 90-14, 94-8, 95-2

V

Vacation Leave Records: See **PERSONNEL, Leave of Absence**

Vehicles: See **MOTOR VEHICLE RECORDS**

VETERANS:

Veteran Status

Apprentices 92-20

Hawaii Residents 92-8

VIDEO TAPES 90-18

Violation, Notice of: See **LAW ENFORCEMENT RECORDS, Code Violation**

VITAL STATISTIC RECORDS:

Birth 07-07

Adoption 90-23

Illegitimacy 90-23

Death 90-23, 07-07

Index Information 90-23, 07-07

Marriage 90-23, 07-07

Name Change Records 92-4

VOTER REGISTRATION RECORDS:

Affidavits 90-22

Computer Tapes 90-22

General County Register 04-08

Legislation 90-22, 04-08

Reproduction of 90-22, 04-08

W

Wages: See **COMPENSATION**

Waiting Lists: See **LISTS, Waiting**

WAIVERS:

Fee Waivers: See **FEES; REPRODUCTION OF RECORDS**, Photocopying Fees

Privilege, Waiver of: See **INTER/INTRA-AGENCY CORRESPONDENCE/ MEMORANDA**, Waiver; **PRIVACY**, Waiver by Consent to Disclosure

WATER:

Declarations of Water Use..... 90-35
Limited Supply..... 90-29

WATER SERVICE CONSUMPTION DATA:

Address 90-29
Government Housing Assistance Recipients..... 94-4
Measurement and Statistics 90-29
Service Holder Data 90-29
Service Location 90-29
Sewer Service 90-29
Water Meter 90-29

WEBSITE:

Reference to..... 10-02, F17-02

WELFARE, SOCIAL SERVICES:

Section 8 Housing Recipients 94-14
Waiting List, Government Subsidized Housing..... 92-11
Welfare Recipients 90-26, 91-12, 00-02

WHISTLEBLOWERS INVESTIGATIONS 94-13, 00-02

WITNESSES 94-11

Expert Statements in Investigation F13-01

See also: **COMPLAINANT'S IDENTITY; INFORMANTS; PERSONAL RECORDS REQUESTS**, Exemptions

WORKERS' COMPENSATION:

Annual Report of Self-Insurer..... 93-3
Collectively Bargained for Workers' Compensation Addendum..... F17-01
DLIR Decisions 94-30
Fee Schedules..... 02-07
Insurance Contracts, Policies..... 89-1
List of Self-Insured Employers 92-7
Notices of Insurance 89-1
Notices of Workers' Compensation Claims 94-21
Statements of Benefits 89-1
Workers Compensation Records 10-05
Work Injury Notices..... 94-21

OIP Op. Ltr. Index - UIPA

Op. Ltr. No.

Work Experience: See **EMPLOYMENT HISTORY; PRIVACY**, Work Experience

Workpapers: See **FRUSTRATION OF GOVERNMENT FUNCTION**

Work Product Privilege: See **PRIVILEGED RECORDS**