

**City of Madison, Wisconsin**

**Department / Agency**

**Annual Surveillance Technology Report**

**Year**

**Table of Contents**

[Introduction 1](#_Toc56434756)

[Summary 1](#_Toc56434757)

[Ordinance Requirements 1](#_Toc56434758)

[Surveillance Technologies 2](#_Toc56434759)

[Usage of Surveillance Technology 3](#_Toc56434760)

[Surveillance Data Usage 3](#_Toc56434761)

[Sharing Data with Other Entities 3](#_Toc56434762)

[Safeguarding Individual Information 3](#_Toc56434763)

[Complaints or Concerns 3](#_Toc56434764)

[Appendix A: Supporting Policies 4](#_Toc56434765)

# Introduction

## Summary

[INSERT TEXT]

## Ordinance Requirements

This document is prepared pursuant to M.G.O. 23.63(5), which states:

1. *Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.*
2. *Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:*
	1. *An inventory of current Surveillance Technology and the applicable policies;*
	2. *How the Department has used the data collected by its Surveillance Technology;*
	3. *How any Surveillance Data is being shared with other entities;*
	4. *How well Surveillance Data management protocols are safeguarding individual information; and*
	5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*
3. *The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.*

# Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

|  |  |  |  |
| --- | --- | --- | --- |
| **Reviewed Item** | **Description** | **Location** | **Type** |
|  |  |  |  |

# Usage of Surveillance Technology

## Surveillance Data Usage

[INSERT TEXT]

## Sharing Data with Other Entities

[INSERT TEXT]

## Safeguarding Individual Information

[INSERT TEXT]

## Complaints or Concerns

[INSERT TEXT]

# Appendix A: Supporting Policies

[INSERT TEXT]