

**CARB REGULATORY REPORTING DATA CONFIDENTIALITY AGREEMENT FORM**

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This Confidentiality Agreement allows an individual public agency or Air District employee to obtain access to confidential California Air Resources Board (CARB) regulatory data. This regulatory data may contains trade secrets or other confidential information and must be kept confidential.

Requestor's Name:	Public Agency/Air District Name:
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I agree to maintain the confidentiality of the information contained within the CARB database(s) to which I have been granted access to the extent consistent with the California Public Records Act and other relevant laws. I will provide to CARB upon receipt a copy of any request for information related to CARB data that I receive through the Public Records Act or any other avenue.

I agree that if I am required by law, including a court order, to disclose any of the above-referenced information, I shall provide notice to CARB of the information requested upon receipt and at least ten days prior to disclosure of that information.

I agree to use data obtained from the CARB database(s) to which I have been granted access for legitimate activities for which access to the data has been granted (e.g. CARB regulatory enforcement activities under a Memorandum of Understanding).

I agree to properly store confidential data on an encrypted password-protected drive. I understand that data must be destroyed as soon as it is no longer needed.

I agree to limit access to confidential data and ensure it is accessible only to authorized staff who has read, signed, and complies with the requirements of this confidentiality agreement.

I agree to adhere to notification of termination of this Agreement. I understand, as the signatory below, that I or a representative from my agency must notify CARB immediately once access to CARB database(s) is no longer required.

I agree to annually reaffirm this Confidentiality Agreement. I understand that this Confidentiality Agreement must be completed and submitted annually by March 1<sup>st</sup> for continued access to CARB database(s).

**SIGNATURE**

I declare that I have examined this statement, and will adhere to the requirements set forth by the California Air Resources Board.

Name:	Title:
Signature:	Date of Signature:

**FOR CARB USE ONLY**

(Check all databases for which access will be granted)

<input type="checkbox"/> ARBERQ-DOORS Enforcement	<input type="checkbox"/> ARBERQ-TRUCRS: HDGHG
<input type="checkbox"/> ARBERQ-DTR	<input type="checkbox"/> ARBERQ-TRUCRS: T&B
<input type="checkbox"/> ARBERQ-TRU	<input type="checkbox"/> PERP-DMS
<input type="checkbox"/> Other:	

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<input type="checkbox"/> Access being granted per enforcement MOU	
Assigned Username:	Date Granted or Reaffirmed:

**PRIVACY STATEMENT**

Note that under the California Public Records Act (Gov. Code, 6250 et seq.); your submissions, including associated contact information (e.g., your address, phone, email, etc.) become public records and may be released to the public upon request. Personal information will be protected from public disclosure as required by law, including the Information Protection Act (Cal. Civ. Code § 1798, et seq.). Unless otherwise marked, all information will be presumed to be commercial information and not personal information. To be protected from disclosure, information that is claimed to be personal or confidential must be submitted as provided in CARB's regulations for submitting confidential data, California Code of Regulations, title 17, section 91011.