



Attachment A: City of San Antonio Principles of Data-Informed Government

The City of San Antonio offers public services online, manages personal and environmental data, and purchases technology for public services. As a steward of these digital public services, the City of San Antonio recognizes the following Principles of Data-Informed Government as it pertains to the data, computer systems, and technology we administer:

1. Data Integrity as an Essential Service

Ensuring data integrity is an essential service provided by the City of San Antonio. As such, we work to ensure the quality, accuracy, and integrity of the data we collect and generate. We do this using a clear set of documented practices. City departments are each responsible for following these practices within their services, operations, and all business-related processes.

2. Transparency and Accountability

We use our technology to promote an open and accessible government. The City of San Antonio's data is first classified as Open Data by default. How the City uses, manages, and collects information is described in detail and shared in our Data Governance Administrative Directive 7.12. and Data Security Administrative Directive 7.3a.

3. Efficient and Safe Data Sharing

Sharing data is a key function of our operations and is important to support the activities of external educational, private, and public sectors in our community. We share data as much as possible among these sectors to improve programming, catalyze research, development and innovation, and contribute to the overall knowledge and awareness of our community

4. Data Informed Decision-Making

The City of San Antonio uses data to make informed decisions in budget allocation, program development, policymaking, and in day-to-day operations. Embodied in this is the ability of City departments to determine, develop, and manage data that measure operational performance. Such measures help departments identify where performance meets, exceeds, or falls short of expectations.

5. Privacy

The City of San Antonio respects the right to privacy across our applications, websites, and digital services. We minimize data collection to what is adequate, relevant, and necessary to meet a clearly specified public need or interest. We will not collect personal data without consent and will never sell, or ask to sell, it. Vendors who are awarded

contracts with the City of San Antonio and handle data on our behalf are required to comply with the City's Data Governance AD 7.12. and Data Security AD 7.3a.

6. Security

The City of San Antonio views data as an important public asset that should be protected. Data and information collected or obtained by the City will be secured and protected throughout its life cycle, including its collection, storage, use, control, processing, publication, transfer, retention, and disposal.

7. Ethical use of Data and Data-Driven Technology

The City of San Antonio has an ethical responsibility to provide equitable stewardship of data and information, to follow existing non-discriminatory protections of such data and information, and to practice due diligence in understanding the impacts of data and data-driven technology, such as automated decision-making on the San Antonio community and including marginalized groups. The City will create procedures for evaluating automation tools through the lens of equity, fairness, transparency, and accountability

8. Data Sovereignty

In order to achieve these principles of a Data-Informed Government, City departments must ensure the sovereignty and interoperability of their data systems. When purchasing technology or services that collect or generate data, our City departments must have the ability to control, at all times and in all relevant systems, the access, collection, storage, use, transfer and publication of their data. Where possible, City departments should procure interoperable solutions that have common use to leverage the data produced and reduce waste incurred by varied and duplicated efforts.