

(III) FOR EACH SET OF PERSONAL RECORDS THAT HAS NOT BEEN PREVIOUSLY REPORTED:

1. THE CATEGORY OF INDIVIDUALS TO WHOM THE SET APPLIES;
2. A BRIEF DESCRIPTION OF THE TYPES OF INFORMATION THAT THE SET CONTAINS;
3. THE MAJOR USES AND PURPOSES OF THE INFORMATION;
4. BY CATEGORY, THE SOURCE OF INFORMATION FOR THE SET; AND
5. THE POLICIES AND PROCEDURES OF THE UNIT OR INSTRUMENTALITY AS TO ACCESS AND CHALLENGES TO THE PERSONAL RECORD BY THE PERSON IN INTEREST AND STORAGE, RETRIEVAL, RETENTION, DISPOSAL, AND SECURITY, INCLUDING CONTROLS ON ACCESS; AND

(IV) FOR EACH SET OF PERSONAL RECORDS THAT HAS BEEN DISPOSED OF OR CHANGED SIGNIFICANTLY SINCE THE UNIT OR INSTRUMENTALITY LAST SUBMITTED A REPORT, THE INFORMATION REQUIRED UNDER ITEM (III) OF THIS PARAGRAPH.

(4) A UNIT OR INSTRUMENTALITY THAT HAS 2 OR MORE SETS OF PERSONAL RECORDS MAY COMBINE THE PERSONAL RECORDS IN THE REPORT ONLY IF THE CHARACTER OF THE PERSONAL RECORDS IS HIGHLY SIMILAR.

(5) THE SECRETARY OF GENERAL SERVICES SHALL ADOPT REGULATIONS THAT GOVERN THE FORM AND METHOD OF REPORTING UNDER THIS SUBSECTION.

(6) THE ANNUAL REPORT SHALL BE AVAILABLE FOR PUBLIC INSPECTION.

(C) ACCESS FOR RESEARCH.

THE OFFICIAL CUSTODIAN MAY PERMIT INSPECTION OF PERSONAL RECORDS FOR WHICH INSPECTION OTHERWISE IS NOT AUTHORIZED BY A PERSON WHO IS ENGAGED IN A RESEARCH PROJECT IF:

(1) THE RESEARCHER SUBMITS TO THE OFFICIAL CUSTODIAN A WRITTEN REQUEST THAT:

- (I) DESCRIBES THE PURPOSE OF THE RESEARCH PROJECT;
- (II) DESCRIBES THE INTENT, IF ANY, TO PUBLISH THE FINDINGS;
- (III) DESCRIBES THE NATURE OF THE REQUESTED PERSONAL RECORDS;