

**Effective 5/12/2015**

**Part 3  
GOED Annual Report**

**63N-1-301 Annual report -- Content -- Format.**

- (1) The office shall prepare and submit to the governor and the Legislature, by October 1 of each year, an annual written report of the operations, activities, programs, and services of the office, including the divisions, sections, boards, commissions, councils, and committees established under this title, for the preceding fiscal year.
- (2) For each operation, activity, program, or service provided by the office, the annual report shall include:
  - (a) a description of the operation, activity, program, or service;
  - (b) data selected and used by the office to measure progress, performance, and scope of the operation, activity, program, or service, including summary data;
  - (c) budget data, including the amount and source of funding, expenses, and allocation of full-time employees for the operation, activity, program, or service;
  - (d) historical data from previous years for comparison with data reported under Subsections (2) (b) and (c);
  - (e) goals, challenges, and achievements related to the operation, activity, program, or service;
  - (f) relevant federal and state statutory references and requirements;
  - (g) contact information of officials knowledgeable and responsible for each operation, activity, program, or service; and
  - (h) other information determined by the office that:
    - (i) may be needed, useful, or of historical significance; or
    - (ii) promotes accountability and transparency for each operation, activity, program, or service with the public and elected officials.
- (3) The annual report shall be designed to provide clear, accurate, and accessible information to the public, the governor, and the Legislature.
- (4) The office shall:
  - (a) submit the annual report in accordance with Section 68-3-14; and
  - (b) make the annual report, and previous annual reports, accessible to the public by placing a link to the reports on the office's website.

Renumbered and Amended by Chapter 283, 2015 General Session